

Terms of Reference - Digital Content and E-Learning Expert**JOB PURPOSE**

The Expert will develop 5 educational micro-modules in Armenian for a Google Classroom course. The content will focus on digital safety, media literacy, and online rights for youth and women from the Lori, Shirak, and Gegharkunik regions.

Duration - June 1 - June 25, 2026

Location - Remote

Working Relations - Project Coordinator, "We" Youth NGO of Lori Region

DUTIES AND RESPONSIBILITIES

Curriculum and Content Design: Develop 5 structured "Micro-Modules" optimized for mobile learning via Google Classroom:

- Digital Hygiene and Privacy: Practical steps for data protection and social media security.
- Countering Cyber-Violence: Identifying and responding to cyberbullying, harassment, and hate speech.
- Media Literacy and Fact-Checking: Tools to identify disinformation in the Armenian digital space.
- Digital Rights and Ethics: Legal and ethical frameworks for online communication in Armenia.
- Empowerment Tools: Utilizing digital platforms for safe community advocacy and activism.

Educational Tool Development: Prepare 5 interactive quizzes (10 questions each) to assess learner progress.

- Draft 5 practical "Action Assignments" for hands-on skill application.
- Design 5 reusable digital "Checklists" and infographics for social media dissemination.

Technical Implementation: Setup and structure the Google Classroom environment for the Micro-Academy.

- Upload and organize all learning materials (slides, texts, videos).
- Provide a brief technical orientation for the 10 Regional Leaders.



Compliance and Visibility: Ensure all materials adhere to official visibility and branding guidelines.

- Ensure content is accessible, gender-sensitive, and tailored for participants with basic digital skills.

Key Performance Indicators (KPIs)

- **Micro-Academy Syllabus:** Finalized outline and learning objectives for 5 modules.
- **Instructional Package:** Complete set of digital slides, texts, and quiz banks in Armenian.
- **Learner's Toolkit:** 5 high-impact infographics/checklists for digital safety.
- **Platform Setup:** Fully functional Google Classroom environment ready for learners.

QUALIFICATIONS AND COMPETENCIES

- Professional experience in digital content development, e-learning, or non-formal education.
- Expertise in cybersecurity, media literacy, or digital rights.
- Proficiency in Google Classroom and digital design tools.
- Ability to work independently and meet strict project deadlines.

APPLICATION PROCEDURES

Interested candidates should submit the following:

- A CV and Portfolio of previous educational or digital content.
- Brief Financial Proposal.

Submit to the info@weyouth.am email address with subject heading "**Digital Content and E-Learning Expert - Safe to Speak Online**".

Submission deadline - **May 25, 2026 (COB)**.