



Funded by
European Union
Civil Protection and
Humanitarian Aid



ACCESS FOR OUT OF SCHOOL CHILDREN TO EDUCATION AND SAFE SCHOOLS IN PAKISTAN (ACCESS).

Job Descriptions

Position:	Training Coordinator (02 Positions - one at each location mentioned below)
Location:	Peshawar & Swat (locals of respective districts will be given preference).
Gender:	Both female and male can apply.
Salary:	Between PKR 35,000 to 45,000 / month inclusive of all taxes
Duration:	One year (Extendible) with a probation period of 3 months

Eligibility Criteria:

- Master in Education/development studies or any other relevant/complementing field.
- Proven experience (At least 05 Years) in relevant field (relevant to below job responsibilities).
- Knowledge and working experience of KPK Education Department and local language/dialect (Pashto/Hindko etc.) will be considered as an asset and a competitive edge.

Responsibilities/expectations of training coordinators are;

- Organize trainings for executive members of MC/VEC/PTC (Village Education Committees)
- Conduct mentoring/coaching sessions for MC/VEC/PTC
- Organize training for Taleemi Razkar on CMST, LMST, humanitarian and CP principles
 - CMST - Community Management Skills Training
 - LMST – Leadership Management Skills Training
 - CP – Child Protection
- Conduct mentoring/coaching sessions for Taleemi Razkar on humanitarian and CP principles etc
- Organize structured training for teachers on pedagogy skills, ECE, MGT, PSS, EiE etc
- Conduct on-job (In-class) training sessions for community teachers
- Organize Class Observation and Reflection Sessions at Feeder School/Village Level
- Conduct Model Classes at Feeder School/Village Level
- Conduct Refresher training for teachers on pedagogy skills, ECE, MGT, PSS, EiE etc
 - MGT – Multi Grade Teaching
 - ECE – Early Childhood Education
 - PSS – Psycho Social Support
 - EiE – Education in Emergencies
- Conduct session for teacher to use referral services
- Establish and promote Teachers' Learning Circles (TLCs)
- Conduct session on SBDRM (Eight Step Journey) for teachers
- Provide technical support to district offices for Celebration of National and International days
- Develop Instructional Manual for Enrollment Campaign Resource Person
- Assist district offices to Develop quarterly plan of action for Taleemi Razakar
- Conduct Pre & Post Training tests
- Conduct health screening of student
- Conduct simulation exercises through Rescue1122
- Support and follow ups on SBDRM replication in tribal districts
- Assist project team in designing and implementation of advocacy activities for DRR fund allocations
- Any other task assigned by senior supervisors/management



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These vacancies are required to be filled on urgent basis and CVs will be reviewed and candidate may be selected on rolling basis.

Please send you CV at

hope87.jobs@gmail.com

by **14th April, 2019**, no later than 5.00 PM PST.

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