

Job description

Position title: Education Specialist

Organization	Aflatoun
Location	Netherlands
Job type	Full time
Salary	Between € 3431 and € 3983 per month
Comment	Inclusive of pension, health insurance, holiday allowance and national insurance contributions
Deadline	30/09/2022

The Organization

Aflatoun International is a non-profit organization, which offers social, financial & entrepreneurship education to children and young people worldwide, empowering them to make a positive change for a more equitable world. Aflatoun creates high-quality curricula for different age groups, which are contextualized to local needs and circumstances, and are implemented by over 300 partner organizations in 101 countries. Aflatoun programmes inspire children to discover their talents and put them to use, to stand up for their rights and those of their communities through active learning and problem solving. They learn how to save, how to budget, and how to set up social and financial enterprises that benefit themselves, their families and their communities. Aflatoun has been recognized globally (Brookings, Harvard, HundrEd, Million Lives Club) for its high-impact, low-cost model, which has shown to be effective in changing behaviors of participants across the globe.

By using a social franchise model, Aflatoun transfers curricular content, monitoring and evaluation tools, and training capacity to partner organisations, helping them enhance their existing expertise and create an efficient learning ecosystem. Aflatoun's programmes follow an active-learning, participant-centered methodology, which combines social and financial education (SFE) through engaging participants, educators, government institutions and civil society organisations.

We are currently looking for a dedicated and enthusiastic Head, Teaching & Learning to join us in our mission.

Position

The purpose of the role is to design, develop and deliver innovative, quality education projects and capacity building services within Social and Financial Education for network partner organisations and other partners/INGOs. The Education Specialist has a leading role primarily managing projects with a range of deliverables related to educational materials/training development. They work very closely with our regional programme managers and technical departments of MERL and Digital Learning towards shared goals.

Key Areas of Responsibility

Curriculum development

- Develop age and content appropriate educational materials for children and youth in the areas of social and financial education
- Develop new iterations of Aflatoun curricula, including integrating other content areas in skills development into existing curricula (Ex. Life-skills, agriculture, sexual and reproductive health)
- Lead and manage learning needs assessment processes, and the development of relevant and innovative learning products and services based on analysis
- Analyze and develop learning frameworks and design aligned learning materials.

- Supervise and manage external consultants (education consultants, for core curricula: designers and translators) for curriculum development projects
- Design and develop training materials for in person and blended trainings.
- Create contextualization guidelines and offer technical guidance for implementing partners
- Regularly review the results of education research, monitoring, evaluation, and learning activities to identify key areas of action to revise and design curricula.
- Organize and facilitate trainings and capacity building sessions for trainers and teachers

Project management

Act as Project Manager for a set of assigned donor-funded education projects, including:

- develop a project plan and budget, establish the project team, manage consultants, allocate tasks and billable time to team members and track costs against budget;
- execute the project according to the project plan, making adjustments to ensure successful delivery of the project in compliance with donor requirements;
- develop progress reporting for donors when required with input from partners
- liaise with partner organizations, donors, stakeholders to monitor project deliverables and timeline

Technical guidance and support

- Provide technical support and education input for proposal development and project design
- Provide capacity building support for internal and external teams on implementation and training
- Create contextualization guidelines and offer technical guidance for implementing partners
- Liaise with MERL and Digital Learning specialists regarding learning needs, curriculum development and provide education inputs on products (research tools and digital learning products).

Non-technical responsibilities as Aflatoun staff

- Positively contribute to team discussions and the effective running of the organisation;
- Cross-departmental collaboration, compliance with organisational policies and procedures including submitting monthly timesheets;
- Promote Aflatoun's work on social media;
- Perform other duties and tasks, consistent with the skills and expertise, as required in non-routine circumstances;
- Be willing to adapt to different tasks and different cross-organisational tasks, this includes but is not limited to helping deliver Aflatoun events such as the International Conferences and staff retreats.

Required Skills & Qualifications

- Education to Masters level in Education, International development, or a relevant subject and/or equivalent field experience
- 3 to 5 years' experience working in the education field on skills development programming (with focus on life skills, financial literacy, gender, entrepreneurships skills and others)
- Demonstrated experience in teaching children, adolescents and/or young people in formal or non-formal education settings
- Proven expertise in designing, developing and implementing learning programmes (needs analysis, lesson plans, educational learning materials and curriculum frameworks etc.) with user centered focus.
- Deep knowledge and demonstrated experience in leading curriculum development activities and of designing, managing education projects & programmes for international NGOs.

- Prior experience in training and facilitation preferred.
- Experienced in working in a multicultural environment
- Excellent communication skills in English.
- *Proficiency in Arabic and/or French is preferred for this position.*
- Strong ICT skills, including sound knowledge of MS Office applications, including Word, Excel and PowerPoint
- Ability and willingness to travel internationally.

Employment details

The position is for a full time job. We offer a dynamic and pleasant multicultural working environment, with an indicative gross monthly salary range of € 3431 and € 4425 per month (inclusive of pension, health insurance, holiday allowance, and national insurance contributions) - the salary level awarded will depend on relevant work experience and educational background.

Due to the nature of Aflatoun's work with children around the world, specific attention is drawn towards Aflatoun's Child Protection Policy and its Policy on the Protection of Sexual Exploitation and Abuse (PSEA). These two policies are required to be signed by new employees and forms part of the employment documents related to the employment contract. The applicant commits to zero tolerance towards sexual exploitation and abuse. An additional written test may be required.

Management may appoint at a lower step based on the candidate's skills and experiences against the position's requirements

Reaction

Please apply online at <https://aflatoun.bamboohr.com/jobs/view.php?id=150> no later than 30/09/2022. If you have any specific, questions on the position please contact niveditha@aflatoun.org

A valid work permit and/or European passport is required in order to be considered for the position