

# VACANCY ANNOUNCEMENT Vacancy # 18-004

**OPEN TO:** All Interested Candidates

**POSITION:** Program Specialist (Education) Personal Services Contractor

OPENING DATE: Saturday, June 16, 2018
CLOSING DATE: Monday, July 16, 2018
WORK HOURS: Full-time; 40 hours/week

The Peace Corps is a U.S. governmental agency that promotes peace around the world by sharing one of America's greatest resources: Volunteers. The Peace Corps has been operating for fifty years in 140 countries; the agency's mission is to promote world peace and friendship, and the goals are: to help the peoples of interested countries and areas in meeting their needs for trained men and women; to help promote a better understanding of the American people on the part of the peoples served; and, to help promote a better understanding of other peoples on the part of the American people. <a href="www.peacecorps.gov">www.peacecorps.gov</a>

The Peace Corps program in Nepal places American Volunteers in two-year assignments in villages and towns across the country.

#### **BASIC FUNCTION OF THE POSITION**

Peace Corps is seeking experienced and qualified applicants for the full time contracted position of Program Specialist, Education (PSE).

Under the direct supervision of the Director of Programming and Training (DPT), the Program Specialist, Education (PSE) is responsible for assisting EPTS to provide technical support to Education Volunteers on best practices in TEFL (Teaching English as a Foreign Language), classroom management, teacher training, and holistic approaches to strengthening family and community support for students. The PSE also facilitates trainings, mentoring, and coaching in order to guide volunteers on cross-cultural communication, relationship building with work partners and communities, community navigation, safety and security, and health. The PSE assists the EPTS to communicate with host country agencies, local communities, work partners, and host families to facilitate relationship building, holistic support for PCVs, and a deeper awareness about American culture including diversity. She/he also supports life skills, language, technical skills, and helps identify opportunities, strategies, and field support that will establish volunteer resiliency and self-sufficiency while serving in different challenging contexts.

The PSE will be required to travel regularly to support training events, conduct site identification, provide direct support to PCVs, or to address other PC needs, and may need to travel internationally to participate in trainings for Peace Corps staff.

Please see attached Statement of Work for full details.

## MINIMUM QUALIFICATIONS REQUIRED

- University Bachelor's in Education or related field
- Minimum of 3 years of related work experience that includes English Teaching, designing and facilitating training/workshops, Teacher Training, Education project design and management.

- Minimum 2 years of experience in providing field-based support to individuals working on community development projects in rural regions of Nepal.
- Minimum 3 years of experience in designing and facilitating training/workshops for English Teachers.
- Fluent in both English and Nepali (written and spoken).
- Must meet US Embassy security clearance requirements.

### **DESIRED QUALIFICATIONS:**

Work experience with American or international organizations, and preferably organizations that achieve their mission through volunteerism. Experience in designing and facilitating learning sessions that embrace student-centered learning, critical thinking, and the Experiential Learning Cycle. Experience supporting community-based development projects that follow a Logic Model/Theory of Change. Ability to speak other languages spoken in Nepal. Experience teaching in a Nepali school, particularly a Nepali government school. A strong knowledge of Peace Corps, its mission, and its approach to development. Highly organized, analytical, and professional, with an ability to successfully network on behalf of the Program.

### **TO APPLY**

The United States Peace Corps is an Equal Opportunity Employer. Interested candidates should submit their CV and a cover letter in English <u>with monthly salary requirements</u> and addressing the qualification requirements by email to: <a href="mailto:nepaljobs@peacecorps.gov">nepaljobs@peacecorps.gov</a> by 5:00 PM on Monday, July 16, 2018.