

PEACE CORPS PERU VACANCY ANNOUNCEMENT

Position Title:	Spanish Language and Culture Facilitator (Temporary)
Opening Period:	September 23, 2018 – October 8, 2018
Series/Grade:	PSC (Personal Service Contractor)/ FSN equivalent 05/06
Salary:	Range from minimum S/.3,622.00 to maximum S/.5,970.00 monthly salary
For More Information:	Send e-mail to recursoshumanos@peacecorps.gov
Who May Apply:	All Interested Candidates with Peruvian residency / work permit
Security Clearance Required:	Local Security Certification
Duration of Appointment:	Temporary from February 18, 2018 to May 31, 2018

The work schedule for this position is: Full Time (40 hours per week).

Selected candidates can be offered work for this period from February 18 to May 31, 2019. Candidates with prior Peace Corps experience may be offered work for up to four additional optional periods; and / or they will remain on a hiring list for two years, in which they could be contacted according to the demand of the position.

POSITION SUMMARY:

The short-term Spanish Language and Culture Facilitator serves as a member of the Peace Corps Peru Programming and Training (P&T) unit. During Preservice training (PST) the LCF is responsible for planning, facilitating, and evaluating language and culture sessions for approximately 6-10 Trainees. The LCF supports the language learning and cultural adaptation process of trainees by providing feedback through formal assessment processes. The LCF is required to work in the training center located in Chaclacayo with some travel to the Regions. Transportation to and from the Training Center is provided from the main office in Santiago de Surco – Lima.

QUALIFICATIONS AND EVALUATIONS

Education:

- Bachelor's and/or Titulado in Language Education, Linguistics, or Literature.

Experience:

- Two years' experience teaching a foreign language.
- Professional experience in intercultural environments and experience with cultural adaptation.

Language:

- Native Spanish speaker

Knowledge:

- Nonformal teaching methodology and active learning strategies.
- Adult learning principles.
- Cultural adaptation techniques and Peruvian cultural context (coast/highlands/jungle).

Skills:

- Teamwork and flexibility
- Planning learning activities that respond to different learning styles.
- Interpersonal communication, assertiveness, experience with giving and receiving feedback, coaching, monitoring and evaluation (assessment).
- Strong experience with Microsoft Office (Word, Outlook, PPT, Excel)

EQUAL EMPLOYMENT OPPORTUNITY (EEO): Peace Corps Peru provides equal opportunity and fair and equitable treatment in employment to all people without regard to race, color, religion, sex, national origin, age, disability, political affiliation, marital status, or sexual orientation.

HOW TO APPLY

Applicants must send the following documents to Cynthia Guardia (AA / Human Resources / VE):

1. CV and cover letter (Spanish or English) highlighting the experience relevant to the aforementioned requirements.
2. Documents (simple copy) that certify the information mentioned in the CV (degrees, titles, certificates).

Address: Vía Láctea 132, Urb. Los Granados, Santiago de Surco - Lima

Email: recursoshumanos@peacecorps.gov

* Please note that the maximum size for your application e-mail should not exceed 5MB.

What to Expect Next: Applicants who are invited to take a language or skills test, or who are selected for an interview will be contacted via email.

Thank you for your application and your interest in working at Peace Corps Peru

SPANISH LANGUAGE AND CULTURE FACILITATOR (TEMPORARY)

MAJOR DUTIES AND RESPONSIBILITIES

Training design and evaluation of language and culture sessions (90%)

1. Follows the competency-based approach for designing, facilitating, and evaluating language and culture sessions and events.
2. Develops experiential learning activities/sessions utilizing a variety of non-formal and formal education techniques.
3. Develops appropriate language and cultural learning resources.
4. Utilizes Community Content-Based Instruction (CCBI) approaches to plan language sessions in communities.
5. Integrates technical and core competencies (intercultural, diversity, gender, safety and security) into language and cultural training sessions.
6. Provides constructive and timely feedback to Trainees to support their cultural integration, language, and core competency acquisition using the Trainee Assessment Portfolio (TAP).
7. Facilitates three language monitoring interviews with Trainees, provides feedback on language progress, and documents concerns and helps trainees identify different learning strategies and develop technical and cultural tasks
8. Under the guidance of the LCC, offers tutoring to Trainees outside of language class hours.
9. Under the guidance of PTS, participates in Field-based Training (FBT) and proactively supports activity implementation.
10. Participates in immersion days and other visits to communities during PST.
11. Facilitates Skype tutoring calls to Trainees during Site Exploration to monitor language progress and provide language and cultural support.
12. Supports Trainee cultural adaptation process by serving as a mentor during the home stay process.
13. In coordination with the LCC, develops a language and culture syllabus for all PST sessions and activities before PST beings (during Training of Trainers - TOT). Ensures core topics (security, intercultural diversity and inclusion, gender, sustainable development, etc.) are integrated into the language and culture sessions and activities.
14. Proactively participates in all sector cluster team meetings and activities.
15. Under the guidance of the PTS, actively participates in the weekly debriefs with Trainees.
16. Reports Trainee observations and documentation to LCC and then to cluster team during cluster team meetings.

General administrative support (5%)

17. Supports other members of the Programming and Training team as necessary.
18. Attends all Training Staff meetings and reports on training activities as required.
19. Performs other activities as necessary or as directed by the TM, DPT or CD.
20. If certified, conducts Language Proficiency Interviews with Trainees as requested by supervisor.

Safety and security (5%)

21. Assists the Training Manager in developing, assessing and redesigning competencies and training sessions as required.
22. Evaluates and reports Volunteer/Trainee acquisition of safety and security competencies.
23. Immediately communicates Volunteer safety and security concerns and issues to the Safety and Security Manager (SSM) and Training Manager.
24. Supports the safety and security systems that are in-place for pre-service training, including reinforcing Trainee roles and responsibilities related to personal safety and security.
25. Knowledgeable and supportive of Peace Corps safety and security policies and procedures, including the timely reporting of suspicious incidents, persons or articles.