Academy for Educational Development

Teacher Development Specialist

Description:
Teacher Development Specialist
Education Development in Equatorial Guinea
Center for Global Education

Supervisor:
Project Director

Grade: 7

Starting Salary:
Within the Grade 7 salary range and commensurate with education & experience

Project Duration:
The duration of this project will be 09/01/2006 to 12/31/2008

Project Summary:
The Academy for Educational Development (AED) is an independent, nonprofit organization committed to solving critical social problems and building the capacity of individuals, communities, and institutions to become more self-sufficient. AED is looking to hire in-country permanent staff as well as short-term consultants to work on a project in Equatorial Guinea. The project is to begin the transformation of Equatorial Guinea's educational system, focusing on primary education, into a high quality source of educated men and women capable of attracting outside investment, diversifying the nation's job opportunities and increasing the sources of national development. The project includes a teacher training component as well as the creation of active learning schools, training materials, and processes that will be adapted by local education professionals to achieve quality education throughout the country.

Position Summary:
Based in Equatorial Guinea, the Teacher Development Specialist will design and coordinate the development of the Teaching Laboratories and teacher training workshops, including training events and the development of materials to ensure teachers are trained in targeted active teaching skills.

Essential Job Functions:

Leadership and Management
1. Design, adapt and implement the Teacher Development Quality Laboratories as well as
the in-service and pre-service training program, and train national teacher training school staff.
2. Provide guidance and technical assistance for the development and implementation of in-service teacher development programs.
3. Work with teacher education faculty from the National University to develop new and improved in-service and pre-service training programs.
4. Provide ongoing advice on improving the quality of primary schools.
5. Promote gender awareness and equity in all aspects of materials development and teacher training.

The above statements are intended to describe the general nature and level of work being performed by people assigned to this job. They are not intended to be an exhaustive list of all responsibilities, skills, efforts, or working conditions associated with a job.

Education:

Experience:
10 year(s) of relevant experience required

Specific Knowledge Requirements:
- Successful experience in designing and implementing training for teachers and principals, preferably for school-based setting
- Understanding of early childhood and multigrade classroom issues

Special Requirements:
This job will require a criminal background check.

Skills:
- Ability of maintain strong relationships with the Ministry of Education
- Ability to manage a large team with multiple functions
- Management skills
- Excellent interpersonal skills
- Strong communication skills
- Ability to work in a challenging country context

**Supervisory Responsibilities:**
Will supervise field staff in Equatorial Guinea.

**Equipment To Be Used:**
Computers, fax machines, telephones, calculators.

**Typical Physical Demands:**
Not applicable

**Working Conditions including Travel and Overtime:**
Working conditions include travel and overtime: the job includes extensive in-country travel.

Internal candidates should submit letter of interest and resume by close of business Monday, June 12, 2006. External candidates will be considered starting Tuesday, June 13, 2006.

Interested applicants should send resume with cover letter referencing position #DB6195 to: AED/HR, 1825 Connecticut Avenue, NW, Washington, D.C. 20009; fax: (202) 884-8413 or email: employ@smtp.aed.org. For additional information, visit our website at http://www.aed.org.

We thank all individuals for their interest in AED, however only those selected for interviews will be contacted.

Individuals responding to job postings are considered applicants if you meet the following criteria: (1) have expressed interest through the Internet, email or other related technologies, (2) are considered by the AED for a particular position, (3) possess the basic qualifications for the position and (4) do not at any point remove yourself from consideration.