

## **JOB POSTING – Education Officer**

<b>Organization:</b>	Right to Play – Uganda
<b>Department/Division:</b>	Programs
<b>Work location:</b>	Kampala, Uganda
<b>Authorized to work in:</b>	Uganda (Eligible to work legally without requiring sponsorship or work permit)
<b>Target Start Date:</b>	April 2022
<b>Contract Duration:</b>	1 Year contract with possibility of renewal based on performance and availability of funding.
<b>Closing Date:</b>	Open until position is filled

### **BACKGROUND:**

Right To Play (RTP) is a global organisation that protects, educates and empowers children to rise above adversity using play. By harnessing play, one of the most powerful and fundamental forces in a child’s life, we help 2.3 million children to stay in school and out of work, to prevent life-threatening diseases like HIV and malaria and to stay safe from exploitation and abuse.

Established in 2000, Right To Play is headquartered in Toronto, Canada and has operations in 22 countries across Africa, Asia, Europe, the Middle East and North America.

With a shared passion for our mission, our Culture Code guides how we act and interact based on five core pillars:

- Accept Everyone – *Be intentional about inclusion*
- Make Things Happen – *Seek opportunities to lead and innovate*
- Display Courage – *Act with integrity*
- Demonstrate Care – *Look after yourself and one another*
- Be Playful – *Have fun at work*

Please visit [our website](#) to learn more about who we are and what we do, and [watch this video](#) to find out about the five pillars of our Culture Code.

### **JOB SUMMARY:**

The Education Officer reports directly to the Program Manager (PM) and is responsible for providing support both the implementation of and giving feedback and insights about Project to the Program Manager in Uganda and Education Specialist. Key functions will include contributing greatly to enhancing quality of education interventions, co-facilitation at Training Workshops, especially those on literacy, play-based learning and inclusion and close follow-up on teacher Communities of Practice. He/she also plays a key role on the capacity building and follow up of Civil Society Organizations (CSOs) partners, School Inclusion Committees (SICs) and Local District Education Authorities on inclusive education initiatives.

**PRIMARY RESPONSIBILITIES:**

**Job Responsibility#1: Programme planning, implementation and delivery (60% of Time)**

- Supports the Program Manager and Education Specialist, by providing field learning and insights to ensure appropriate design and development of program strategies, and alignment with RTP's global education theory of change.
- Supports the Program Manager and Education Specialist on improving program delivery by documenting lessons learned and best practices in the field, especially those related with children with disabilities, literacy and life skills development components of the program.
- Collaborates with the Monitoring, Evaluation and Learning Specialist/Officer (MELS/O) on the roll out of appropriate systems, tools and procedures for the monitoring and evaluation of the program.
- In close coordination with the Training Officer, supports training for Education Departments, Teachers, Province and District Education Officers on Literacy, Play-based learning and Inclusion.
- Plays a technical lead role on the DTT (Disability Tracking Tool) training and rollout both at school and community level.
- Provides a technical guidance to teachers, reading facilitators and parents on the rollout of reading clubs and/or centres initiatives and any other supplementary learning initiatives for reading and life skills development both at school and community level.
- Supports supplementary learning initiatives for literacy boosting in schools and communities, for enhanced parental engagement supporting children's education.
- Acts as a local child protection focal point, responsibly and appropriately handling any safeguarding concerns or disclosures of abuse.
- Works with Field Facilitators, Partners and District Education Officers to develop weekly, monthly and annual Coach training schedules for all project locations.
- Conducts regular follow-up visits of all project locations to ensure training plans and implementation aligns with project proposal.
- Coaches and mentors the Field Facilitators and Trainers to evaluate training workshops and provide inputs on training reports developed by them.
- Together with Field Facilitators, encourages and supports ZIP Trainers and community-led initiatives in all project locations.
- Supports project team in developing workshops to best fit the requirements of the project in the field.

**Job Responsibility #2: Capacity building support (25% of Time):**

- Ensures that Local District Education Authorities, partner Civil Society Organizations (CSOs), School Inclusion Committees (SICs), School Management Committees (SMCs) and Parent Teacher Associations (PTAs) are properly trained and supported with the technical knowledge and skills necessary to deliver inclusion initiatives.





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- Supports the integration of inclusive learning component in the Play Based Learning teacher training package, and support its contextualization in the Project, in coordination with the Education Specialist supporting CBO partners in Kampala, Adjumani and Isingiro.
- Ensures that teachers, parents and reading clubs and/or centres facilitators are trained and supported to adequately implement supplementary learning activities (including reading and life skills) at school and/or community level.
- Ensures that School-based child protection referral mechanisms are established, trained and supported to fulfil their role on promoting child protection, child rights and prevent corporal punishment, abuse, and/or Gender Based Violence.
- Ensures that all project stakeholders are adequately trained on child protection, safeguarding and referral mechanisms.
- Supports Field Facilitators and Trainers in identifying the community and partners needs and gaps on implementation updates regularly the Education Specialist and Training Officer.
- Conducts regular visits to the field to provide technical support to program team, partner staff, teachers and all stakeholders at school and community level.

**Job Responsibility #3: Representation, advocacy and policy engagement (10% of Time)**

- Represents RTP's education work in Uganda and maintains positive relationships with local government officials and other relevant stakeholders to ensure efficient and effective implementation and smooth coordination of activities.
- Regularly updates the Education Specialist with local stakeholder analysis to ensure that RTP is engaging with and is visible to the most influential actors in the sector.
- Under the lead of Education Specialist, carries out research and advocacy activities at the provincial and district levels, in close coordination with the Monitoring, Evaluation and Learning Officer.
- Under the lead of Education Specialist, carries out communication campaigns for behaviour change in supporting children with disabilities, leveraging on community advocacy mechanisms for education rights of children with disabilities and advocacy with schools for inclusion.
- Participates in technical calls, local meetings, monthly calls with HQ, etc., as required.

**Job Responsibility #4: Performs other duties as assigned (5% of Time):**

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**MINIMUM QUALIFICATIONS (Must have):**

**EDUCATION/TRAINING/CERTIFICATION:**

- Bachelor's degree in Education or related field with previous experience on Inclusive Education



**EXPERIENCE:**

- 3 years' experience implementing and providing technical guidance on inclusive basic education programs and liaising with government officials in Uganda.
- Proven experience in project planning, report writing, networking, partnership-building and working with NGOs.
- Experience in working through systems of community participation, capacity building and representation.
- Significant experience in designing and delivering training and/or the development of inclusive education pedagogical materials and resources.
- Experience in using inter-agency Child Protection standards and guidelines.

**COMPETENCIES/PERSONAL ATTRIBUTES:**

- Superior organizational skills and ability to multi-task on a constant basis.
- Excellent interpersonal communication skills to build rapport with staff, partners, government officials and community leaders.
- Ability to work under pressure meeting deadlines in a fast-paced fluid environment.
- Creative and flexible with problem solving skills.
- Demonstrated professionalism and diplomacy.
- Ability to confidently represent oneself and Right To Play to Provincial and District level officials.
- Strategy planning skills for education initiatives.
- A commitment to the Protection Principles, particularly Do No Harm, and an understanding of appropriate responses to safeguarding concerns.
- Excellent interpersonal and communication skills both written and verbal

**KNOWLEDGE/SKILLS:**

- Deeper understanding of the education situation in Uganda, including the MOES' strategy for inclusive learning and support to children with disabilities.
- Understanding of active learning approaches, particularly play-based learning.
- Knowledge and understanding of best practices in inclusive basic education programs, including technical experience in teacher training and resource development.
- Understanding of community development processes.
- Knowledge and experience with programmatic approaches related to life skills or social emotional learning.
- Knowledge and experience in education research, quantitative and qualitative methods.
- An understanding of safeguarding and also the Social Model of Disability.
- Computer literacy in outlook, MS Word, PowerPoint, Excel and Internet



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- Understand project management cycle
- Effective report writing and analytical skills

## LANGUAGES:

- Fluency in spoken and written English and local language(s).
- The knowledge of the local language will be an added advantage

## DESIRED QUALIFICATIONS (An Asset)

- Experience in strengthening community based organizations.
- Experience in coaching and mentoring.
- Knowledge/experience in child protection, gender mainstreaming.
- Knowledge of adult learning.
- Coaching and feedback skills.

## WHO YOU ARE:

You are highly driven, results-oriented, collaborative and well-rounded leader with a passion for working with children and youth. You are an exceptional communicator with excellent networking skills.

## WHAT YOU'LL GET:

The opportunity to work with a passionate, innovative and collaborative team where you have the ability to make things happen. You will gain experience working for a globally recognized organization with a healthy culture premised on our Culture Code (**accept everyone, make things happen, display courage, demonstrate care and be playful**). In addition, we offer a competitive salary and benefits package including personal learning and development days.

## HOW TO APPLY:

If you are interested in applying for this position, please apply [here](#) to upload your resume and cover letter in English.

While we thank all applicants for their interest, only those selected for interviews will be contacted. **Shortlisting of applications will begin immediately and interviews may be held before the closing date.**

Right To Play provides equal employment opportunities to employees regardless of their gender, race, religion, age, disability, sexual orientation or marital status. As such, we encourage groups who have been historically disadvantaged with respect to employment to apply for positions at Right To Play. We offer a family-friendly environment that allows for flexible work arrangements in order to support staff diversity and ensure a healthy work-life balance.



We are a child-centered organization. Our recruitment and selection procedures reflect our commitment to the safety and protection of children in our programs. **The successful candidate will be required to provide a satisfactory criminal check as a condition of employment.**

Should you require any form of accommodation during the recruitment process, kindly contact the People & Culture team by email at [careers@righttoplay.com](mailto:careers@righttoplay.com)

To learn more about who we are and what we do, please visit our website at [www.righttoplay.com](http://www.righttoplay.com).