

Save the Children is the world's leading independent organisation for children. It is a dual mandate organization and focuses on development and emergency response. We are currently working in 120 countries around the world touching the lives of 125 million children. Our mission is to inspire breakthroughs in the way the world treats children, and to achieve immediate and lasting change in their lives.

Save the Children has been working in Myanmar since 1995. Our programmes include Maternal and Child Health, Nutrition, HIV/AIDS, WASH, Education, Food Security and Livelihoods, Child Protection and Child Rights Governance and Humanitarian Responses in across the country.

Save the Children offers attractive salary including non-salary benefits which consists of paid medical benefits, various leave benefits, accident insurance, severance and other allowances.

We are currently inviting motivated and talented individuals to apply for Education Manager Position based in Head Office, Yangon. Please see the following detailed information.

SAVE THE CHILDREN INTERNATIONAL
VACANCY ANNOUNCEMENT
(FOR MYANMAR NATIONAL ONLY)
ROLE PROFILE

JOB TITLE: Education Manager	
TEAM/PROGRAMME: Myanmar Education Consortium (MEC)	LOCATION: Head Office, Yangon
Number of Position: 1 Grade: NAT-2	Type of Contract: Initial 7 months fixed term with possibility for extension
CHILD SAFEGUARDING: Level 2: <u>either</u> the role holder will have access to personal data about children and/or young people as part of their work; <u>or</u> they will be working in a 'regulated' position (accountant, barrister, solicitor, legal executive); therefore a police check will be required (at 'standard' level in the UK or equivalent in other countries).	
ROLE PURPOSE: The Myanmar Education Consortium (MEC) is supported by the governments of Australia (DFAT), the United Kingdom (FCDO) and Denmark (DANIDA), with the goal of promoting access to quality education for all children in Myanmar. In its revised strategy 2017-2021, MEC focuses on complementary education, specifically through work with ethnic and monastic education providers. Core objectives focus on improved retention, completion and learning outcomes in ethnic and monastic schools, and positive changes in policy and practice to address barriers to education and enable a more coherent, inclusive national education system. To achieve our goals, MEC supports complementary systems through a 'systems strengthening' approach and additionally implements programmes of 'broad based technical assistance' that support a wider range of complementary education actors in strengthening their work in key priority areas, including multilingual education and teacher development. MEC's support to complementary education is linked closely with policy dialogue at the state and national levels to improve parity, equity and coherence across the education sector as a whole. The Education Manager will work closely with the Education Director to oversee the education department, contributing to the development and implementation of education initiatives through MEC and across partners.	

SCOPE OF ROLE:

Reports to: MEC Education Director

Direct Reports: 2 Education Coordinator/s

Financial Approval: Authorise expenditure up to USD 5,000

External Representation: Both regular oral and written interpersonal contact is expected at a variety of levels. Negotiation and representation with senior level representatives including Ministry of Education and ethnic education representatives, civil society and development partners is required.

Travel: Frequent (typically over 6 days per month)

KEY AREAS OF ACCOUNTABILITY :**Education strategy and quality assurance**

- Take a lead role in designing educational strategies and approaches in support of MEC's overall strategy and partnership approach, in particular leading our technical assistance and policy engagement work related to teacher education and continuous professional development (CPD).
- Take a lead role in ensuring the quality of MEC's educational technical assistance to ethnic and monastic systems in key areas.
- Develop and maintain strong relationships with a wide range of education actors, identifying opportunities for collaboration in programming, research and policy initiatives in addressing barriers to complementary education systems' effectiveness and recognition. (In collaboration with the Policy, Advocacy and Communication Team).
- Collaborate with the Monitoring, Evaluation, Accountability and Learning Manager in developing approaches to monitoring education access, quality and management, tracking progress against the results frameworks and building partners' capacity for analysis and monitoring of education participation and quality and evaluation of educational strategies.
- Support MEC's support to partners in key cross-cutting issues, including ensuring Child Safeguarding, Gender and Social Inclusion actions are prioritised and implemented across all partners, providing technical support as required.

Complementary education systems strengthening

- Work with the education team to give tailored and high quality support to complementary education systems in the ongoing implementation, monitoring and review of their planned educational improvement strategies and support communication and cross-learning between team members and systems.
- Work with the education team to support an ongoing process of identification of professional capacity development needs of partner complementary education systems and implementing appropriate and creative strategies to meet these needs.
- Take a lead role in the design and practical implementation of technical trainings directly related to teacher education and CPD for partner organisations.

Management and teamwork

- Line manage, mentor and support the Education Coordinators (and short term consultants as applicable), support strong team working and manage the education team workplan.
- Work closely with peer Education Manager and the Education Director, including some deputising as negotiated.
- Take a lead role in preparing the education aspects of MEC quarterly, mid-year and annual reports.

Research and policy engagement

- Represent MEC in coordination, policy dialogue and advocacy forums as agreed as part of a whole-team approach (mostly likely these will be groups and events related to MTB-MLE, curriculum and assessment)

- Support the identification of opportunities to link MEC partners into policy, advocacy and research initiatives and forums and the identification, development and management of research to inform systems strengthening and policy dialogue.

Budget responsibility

- Oversee the budget line for ethnic and monastic education system strengthening.
- Carry out quarterly budget amendments in line with quarterly work planning sessions.
- Liaise with finance team and additional budget holders to ensure best practice is being followed.

Monitoring, Accountability, Evaluation and Learning

- Ensure programme learning, external analysis and insights informs and contributes to evidence-based programme planning and policy and advocacy.
- Ensure that all education activities align to and contribute towards the programme's ToC and can be clearly monitored through the overarching Results Framework.
- Support the development of quality benchmarks to enhance performance monitoring, ensuring these are used and regularly updated based on programmatic needs and learning from implementation.
- Support the development and use of appropriate accountability mechanisms, ensuring Education team provides timely responses to any feedback and associated follow up, when applicable.

General

- Comply with Save the Children policies and practice with respect to safeguarding, child protection, code of conduct, health and safety, equal opportunities and other relevant policies and procedures.
- Build and maintain optimal working relationships with all programme teams, SCI programme teams and MEC partners, in line with MEC partnership principles.
- Ensure that child participation and child safeguarding is integrated into design and implementation of activities, and that children's voices are represented.

SCI values are indicated below and we expect all candidates to align with such values.**Accountability:**

- Holds self-accountable for making decisions, managing resources efficiently, achieving results together with children and role modelling Save the Children values
- Holds the team and partners accountable to deliver on their responsibilities – giving them the freedom to deliver in the best way they see fit, providing the necessary development to improve performance and applying appropriate consequences when results are not achieved
- Creates a managerial environment in-country to lead, enable and maintain our culture of child safeguarding

Ambition:

- Sets ambitious and challenging goals for self and team, takes responsibility for own personal development and encourages team to do the same
- Widely shares personal vision for Save the Children, engages and motivates others
- Future oriented, thinks strategically and on a global scale

Collaboration:

- Builds and maintains effective relationships, with own team, colleagues, members, donors and partners
- Values diversity, sees it as a source of competitive strength
- Approachable, good listener, easy to talk to

Creativity:

- Develops and encourages new and innovative solutions
- Willing to take disciplined risks
- Willingness to adapt to an online working environment in light of the current pandemic induced constraints

Integrity:

- Honest, encourages openness and transparency

Always acts in the best interests of children

QUALIFICATIONS, EXPERIENCE AND SKILLS**Education:**

- Bachelor Degree in education or a related field. Ideally a Post Graduate qualification in a relevant field and/ or professional qualification in education or related field

Professional skills and experience:

- At least 6 years' experience in working in education in Myanmar
- Understanding and experience of the Myanmar education system, ideally to include government and nongovernment systems or programmes.
- Demonstrated skills, experience, and knowledge in education, ideally including multilingual education, curriculum and pedagogy.
- Skills and experience in capacity development in education, including mentoring and training.
- Practical teaching or training experience would be an advantage

Management and Work Skills

- Fluency in written and spoken Myanmar, with strong oral and written communication and presentation skills.
- High standard of English, with ability to articulate concepts and ideas related to the education field, make presentations and deliver quality written reports
- Ability to analyse information, evaluate options and to think and plan strategically.
- Excellent training, facilitation and communication skills
- Strong personal organisational skills, including time/task management and ability to meet deadlines and work under pressure
- Strong people management skills including mentoring and support

General Skills

- Experience and proven ability to create an environment which encourages team-working, including education team members with specific geographical and thematic responsibilities and the wider MEC team
- Willingness to travel frequently domestically, including to remote ethnic areas, as well as occasional international travel as required.

General:

- Ability and willingness to travel domestically and internationally as assigned.
- Interest in and commitment to working alongside others within a dynamic, inter-disciplinary team and taking opportunities for learning and professional development.
- Ability and willingness to spend significant blocks of time in the field and to travel domestically and internationally as assigned.
- Commitment to and understanding of MEC and Save the Children's aims, values and principles.
- Willingness and capability to comply with all relevant Save the Children policies and procedures with respect to health and safety, security and equal opportunities, including the Child Safeguarding Policy

Additional job responsibilities

The duties and responsibilities as set out above are not exhaustive and the role holder may be required to carry out additional duties within reasonableness of their level of skills and experience.

Equal Opportunities

The role holder is required to carry out the duties in accordance with the SCI Equal Opportunities and Diversity policies and procedures.

Child Safeguarding:

We need to keep children safe so our selection process, which includes rigorous background checks, reflects our commitment to the protection of children from abuse.

Safeguarding our Staff:

The post holder is required to carry out the duties in accordance with the SCI anti-harassment policy.

Health and Safety

The role holder is required to carry out the duties in accordance with SCI Health and Safety policies and procedures.

Interested and qualified candidates are invited to apply an Application Letter and Curriculum Vitae to the link below:

For External Candidates:

<https://stcuk.taleo.net/careersection/ex/jobdetail.ftl?job=200005M3&tz=GMT%2B06%3A30&tzn ame=Asia%2FRangoon>

For Internal Candidates:

<https://stcuk.taleo.net/careersection/in/jobdetail.ftl?job=200005M3&tz=GMT%2B06%3A30&tzn ame=Asia%2FRangoon>

Closing Date : 8 October 2020 (Thursday)

User Guide for Applicants at SCI:

https://myanmar.savethechildren.net/sites/stcico.myanmar.savethechildren.net/files/taleo_applicants_user_guide.pdf

Candidates are also requested to mention in the applications if there is, blood/marriage relationships with the existing Save the Children employees. No requirement of photo or copy of certificates and only short-listed candidates will be contacted.

Remark: For those who failed to mention or incorrectly mention the apply position title, Programme/Sector name and location in their applications, we will consider those as disqualify and we will not consider for short list.