

JOB DESCRIPTION FOR PROGRAMME TECHNICAL OFFICER - EARLY CHILDHOOD EDUCATION

Programme: Children in Crossfire, Tanzania
Reports to: Programme Manager
Duration: 12 months renewable

Duty Station: Dar es Salaam, Tanzania
Start Date: ASAP
Salary: Negotiable

Background:

In October 2013, Children in Crossfire initiated a 4-year programme called “Fursa kwa Watoto” (Opportunity for Children). In the context of poor learning outcomes for children in primary school in Tanzania, this programme will demonstrate that children who access quality pre-primary education before entering Primary School have improved learning and developmental outcomes at Standard II. The programme will combine direct interventions with 27,000 children in schools in Kilimanjaro and Mwanza Regions with local and national advocacy that will inform decision makers and lead to improved allocated resources for pre-primary education in Tanzania.

Children in Crossfire is leading the implementation in collaboration with multiple partners at the international, national and regional levels. A Programme Steering Committee comprised of key partners oversees implementation and governs the programme.

Job Purpose

To support the Fursa Programme Manager in implementing the programme, Children in Crossfire is recruiting a Programme Technical Officer. This is an important and exciting position requiring a professional, dynamic and committed individual with demonstrated experience in the education sector as well as the enthusiasm to learn and develop professionally. The position will require travel within the country up to 40% of the employee’s time.

Specific Responsibilities:

- Under the guidance of the FkW Technical coordinator the Technical PO will liaise and support the work of FkW’s local partners;
- Contribute to the technical design, implementation and monitoring of the programme’s field activities, according to FkW’s goal, objectives and strategies;
- Contribute to the choice and development of programme materials and work with partners to review and optimise materials;
- Pro-actively participate in the FkW Technical Working Group, Technical Core Team and other in-country forums as necessary
- Support the monitoring, evaluation and impact assessment of programme activities (including training and pre-primary classroom activities).
- Representation and attendance at meetings with Government, local partners, UN agencies, donors and other key stakeholders
- Assist in the development of reports, progress updates and evidence for all relevant stakeholders
- Keep track of developments in pre-primary education in Tanzania (e.g. new MoEVT guidelines and documents);

Person Specifications:

- Educated to Degree Level in a relevant subject area of Early Childhood Education, International Development or Social Science.
- At least three years experience working in a similar or relevant education-related role. Preference given to experience in early years education.
- Excellent relationship building and interpersonal skills with a range of stakeholders, including experience of working with local partners.
- Team player who can work independently with minimal guidance, who also excels at consulting and coordinating with teams;

- Excellent verbal and written English and Kiswahili (including the ability to draft programme documents).
- Relevant computer software skills, including Word, Excel and email.
- Comply with Children in Crossfire's Child Protection Code of Conduct at all times and adhere to Children in Crossfire's internal policies and procedures

Process

To apply for this position, please download and complete the application form from www.childrenincrossfire.org and send it to jobstz@childrenincrossfire.org no later than **23.59 on the 30th of January 2015**. Please note we do not accept CV's. Interviews will take place on the week commencing **16th February 2015**.