Education Technical Advisor (Iraq) - War Child UK

**Summary**

**Contract Type:** Fixed Term Contract (12 months with the possibility of further extensions subject to the availability of funds, and the continuing need for the post).

**Reports to:** Emergency Response Manager / Area Manager Duhok

**Working with**
- War Child UK Iraq country team
- War Child UK Programmes Department based in London, including regional desk and technical advisors
- Other War Child colleagues and partners

**Location**
Duhok, Iraq with travel to Baghdad and Erbil

**Purpose of the Job**

WCUK is recruiting an Education Technical Advisor to bring technical expertise and input to its current and planned programmes in Iraq. Currently, WCUK is running an informal education project in Ninewa Governorate in Iraq, and over the coming months the programme will significantly expand its education programming in other locations.

The Education Technical Advisor will support the development and delivery of War Child UK’s education programme, provide strategic input in clusters and design education projects relevant to the context in KRI and Iraq in general. This will include Education in Emergencies but not limited to it. Leading WCUK’s engagement with the Ministry of Education at different levels and the relevant coordination forums, the Advisor will position War Child UK in Iraq to be seen as a strategic partner in improving access and quality of education for children in Iraq. The Advisor will split their time between the various educational programmes in Iraq, ensuring high quality technical input at all stages of the programme cycle.

**Key Roles and Responsibilities**

**Technical input, content development and training (50%)**

- Identify needs and provide technical assistance and training to Project Officers, field staff and partners in the preparation, roll-out and implementation of education-focused programmes.
- Work with Ministry of Education and other technical partners involved in the education programme.
- Review, revise and update existing Learning Support materials ahead of future implementation including classroom management.
- Provide on-going technical advice to all Education programmatic technical staff and local partners when required.
- Ensure proactive technical coordination and collaboration among implementing partners;
- Train project and partner staff on education methodologies, best practices and relevant standards related to education programme delivery.
- Oversee the quality of the programme activities, through technical support extended to service delivery.

*Result: War Child UK education programmes in Iraq are of high quality and implemented by competent and well trained staff.*

**External representation and liaison (25%)**
• Ensure technical buy-in and support from all stakeholders including the Ministry of Education at different levels in collaboration with WCUK Iraq, WCUK teams in London, WCH global teams and EIE network.
• Engage in technical discussions with MOE in Iraq and ensure continual Ministry buy-in to War Child UK programmes.
• Ensure effective collaboration with the DNGO office, which oversees all NGO implemented programmes in Iraq, including inputting technical details into reports and information requested.
• Identify important education focused findings and results and share these widely on a regular basis.
• Represent the organisation in relevant (inter)national events, networks and sector groups related to education.
• Regularly attend the Education Cluster meetings and other sub-groups meetings to ensure close coordination with other (I)NGOs and actors. Present key programmes and findings in the relevant forums on a periodic basis.

Results: Various stakeholders and partners are actively and positively engaged with the projects and programme and contribute to deliver the best results possible through learning and accountability mechanisms;

Monitoring, Reporting and Learning (15%) 

• Work closely with the national Monitoring, Evaluation, Accountability and Learning (MEAL) Officers team to ensure coherence between M&E approaches to successfully monitor educational outcomes, outputs and overall impact.
• Advise and assist national technical advisors/offices, Project Officers and PMs on matters related to partner compliance in technical programming including capacity-building in various technical areas.
• Prepare and review narrative reports for education technical content and education programmes.
• Collaborate with War Child UK’s London-based global Child Protection, Education-in-Emergencies, MEAL Advisor and Programme Quality Officer to ensure coherence of technical quality and adherence to international standards.
• Support beneficiary accountability through complaints and feedback mechanisms
• Develop ToR and conduct education programme evaluation.
• Support learning from assessments and evaluations by developing learning papers through and sharing lessons learned and best practices from programmatic interventions to improve quality
• Increase awareness and support replication, sustainability, and expansion of project successes whilst focusing on quality.

Result: Findings and (sub) results of the Programme are shared and used for learning purposes both in War Child as well as in the educational sector.

Programme Development and Continual Improvement (10%) 

• As required, identify and lead the technical design of new programme opportunities in close collaboration with the Programme Managers and relevant support staff in HQ.
• Work closely with relevant colleagues in the programme development process including consultation with stakeholders and conducting needs assessment.
• Design and develop quality project proposals and concept notes at short notice
• Support the development of accountability mechanisms with MEAL officers

Result: Timely and appropriate funding sources are secured to cover longer term upscaling ambitions of education programmes in Iraq.

**Personal Specification – Essential Criteria**

War Child’s office is a lively and fast-paced environment made up of a team of extremely dedicated staff & outreach workers. We’re looking for someone who can fit in well and bring their creativity, dedication, professionalism and a positive attitude to the team and organisation in general.

**Experience:**
• University degree in disciplines relevant to the following areas: Education, Education in Emergencies, Social Sciences, or a field(s) relevant to international development assistance.
• Several years of technical experience implementing or advising on Emergencies in Education and basic education projects in contexts similar to Iraq or Middle East.
• Previous employment or extensive collaboration with the Iraqi Ministry of Education, national education partners and networks is an added advantage.
• Demonstrated teaching and training design and delivery experience required, based on INEE and other international standards.
• Expertise in areas such as Ed-tech/e-learning, teacher training, curriculum and/or educational materials development, educational management, and educational monitoring and information systems; technical knowledge in PSS/life skills is an asset.
• Excellent command of spoken and written English.
• Basic knowledge of Arabic / Kurdish language will be an added value.
• If the minimum requirements are not fully met, the Human Resources may substitute part of the unmet requirements with a combination of relevant academic qualification, additional professional training and/or progressive relevant work experience. Note: Work experience alone or formal qualifications with no relevant work experience are not considered sufficient for an equivalency determination.

**Key Competencies:**
• Strong communication and interpersonal skills, particularly mentoring skills with a diverse team; project and budget design experience.
• Strong writing and demonstrated critical thinking skills;
• Assessment, monitoring, accountability and learning skills and experience;
• Computer skills in MS Office (Word, Excel, Access, Outlook);
• Strong planning and organisational skills.
• Ability to collaborate and form effective partnerships with internal and external stakeholders.
• Proven sound judgement, decision-making and problem-solving skills with a can-do, results driven approach to work.
• Flexibility to change and create for continuous improvement and to contribute towards a culture of innovation along with knowledge impact.
• Positively receive feedback for performance improvement/ or inputs for improving programme design.

Desirables
• Demonstrable knowledge and experience working in education programming, specifically in Iraq;
• Familiarity with International Education in Emergencies Standards, such as the INEE Standards and Child Protection Minimum Standards.

Conditions of Service

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<tr>
<th>Working Hours:</th>
<th>Full Time (37.5 hours per week)</th>
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<tbody>
<tr>
<td>Probation:</td>
<td>6 months</td>
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<td>Start date:</td>
<td>ASAP</td>
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<td>Travel:</td>
<td>Within Iraq as required, occasional visits to the region and UK</td>
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<td>Salary:</td>
<td>Grade 5 (£35,832 to £40,273) negotiable/based on relevant experience. Plus, 40 USD Per Diem/Daily living allowance when in country of post.</td>
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<td>Leave:</td>
<td>30 days p.a. pro-rata</td>
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<td>Benefits:</td>
<td>As per War Child Terms and Conditions: Rest &amp; Recuperation, Accommodation, Emergency Travel &amp; Medical Insurance etc.</td>
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How to Apply

• Download the War Child Application Form from https://www.warchild.org.uk/who-we-are. The completed Application Form must reach War Child at recruitment@warchild.org.uk by the 5th September 2017. Please note CVs will not be accepted.
• Applications will be assessed on a rolling basis due to the urgency to fill the post. Due to limited resources, War Child HR will only contact the shortlisted candidates.
• Any offer made post the interview will be conditional on receipt of 3 favourable written references, (from your most recent/current employer, any other previous employer and a character reference). War Child reserves the right to call the referees, in case clarification is required post the receipt of complete reference forms.
• The successful applicant will be expected to undergo a police check from a country of permanent residence, a medical check, be compliant and sign up to War Child’s Child Safeguarding Policy prior to a final offer being made.

WCUK is committed to diversity and inclusion within its workforce, and encourages qualified female and male candidates from all backgrounds to apply.