

# KENYA CONFERENCE OF CATHOLIC BISHOPS – GENERAL SECRETARIAT



## 1. Introduction

The Kenya Conference of Catholic Bishops (KCCB) - Catholic Secretariat is the National Administrative, facilitative, and Coordinative arm through which the KCCB implements and coordinates various Pastoral programs at the National level and undertakes all those responsibilities which express the mission of the Catholic Church in Kenya. It is seeking an outstanding, dynamic and results oriented individual to fill the position of an

## Education Facilitator

### Purpose:

To deliver the Teaching and Learning interventions and tracking of girls under the Education for Life (EfL) Project.

### Position Requirement

**Locations:** Kisumu County Muhoroni sub county (Manacha village)

This is a **Volunteer Teacher Position** on a monthly stipend which will be subjected to statutory deduction.

### POSITION RESPONSIBILITIES

1. Support Identification, Selection, Assessment and Placement of Girls to Catch-up Centres
  - Support the integrated assessment team in undertaking functional and diagnostic assessment for every girl to determine learning and disability needs:
2. Lead delivery of catch-up classes on functional literacy and Numeracy and that ensure every girl attends classes as agreed
3. Provide leadership in delivery of all other supportive sessions at the catch-up centre on, safeguarding, psychosocial and modelling sessions.
4. Tracking Girls attendance and follow-up to enhance maximum girls' attendance
5. Provide duty of care to all girls under your care and ensure their rights are not violated while in the catch-up centre, community or at the household
6. Adhere to all policies including safeguarding, data protection, procurement and financial

### **SKILLS AND KNOWLEDGE**

A combination of education, training and experience which demonstrates ability to perform the duties and responsibilities as described:

2. Certified Teacher training preferably P1 & P2 or ECD training
3. Evidence of professional training accreditation from recognized Teacher Training college
4. Knowledge of Girls education especially barriers that keep girls out of school
5. Evidence of previous work as a teacher through formal or informal employment
6. Ability to speak local language is an added advantage
7. Ability to compile reports and submit on time as per the set guidelines
8. Basic or fluent understanding of disability inclusion highly desired
9. Previous work experience with EfL project or a similar project is an added advantage.
10. Female applicants are highly encouraged to apply.

If you meet the above criteria, please send your application with detailed CV, Certificate of Good conduct and letter from the area chief and addresses of **two** referees to [hr@catholicchurch.or.ke](mailto:hr@catholicchurch.or.ke)

**Application must reach KCCB – by Friday 6<sup>th</sup> August 2021.**

**Only short-listed candidates will be contacted.**