



Job Advert

Education & Literacy Specialist

Location: Yaoundé

Type of Employment: Salaried, full-time

Reporting: Reports Program Manager

Technical Oversight -Director of Education

Summary

Nascent Solutions is seeking a qualified Education and Literacy Specialist to support a USDA-funded McGovern-Dole International Food for Education and Child Nutrition program in Cameroon. The incumbent will support the implementation of activities designed to improve the literacy of school age children and supervise a team of 4 literacy Assistants and over 35 Literacy Coaches.

Primary Duties and Responsibilities

- Support the implementation of program activities geared to improve the literacy of school age children,
- Support the development of supplementary reading materials in collaboration with the trained local writers
- Support and advise the literacy coaches in the use of classroom teacher observation tools, coordinate the trainings of teachers and school administrators
- Organize regular visits to project schools to provide technical assistance and ensure proper implementation of program activities
- Work with M&E specialist to create and implement a data collection system and inform alterations in teacher training curriculum manuals
- Prepare and submit project success stories with photos/videos on a regular basis
- Prepare and submit project reports and develop annual performance plans
- Prepare high quality quarterly and annual reports for submission to USDA
- Work with the other technical leads to identify new business opportunities and prepare concept notes in literacy and related areas
- Perform other duties as appropriate

Required Qualifications

- Master's degree in education, early grade reading and /or related field
- At least 6 years' working experience in the education or literacy sector
- Fluency in English and French languages

- Considerable experience in early childhood development, primary education or teacher professional development or teacher training institutions.
- Experience in supervision and / or coaching of teachers and familiarity with teacher coaching models.
- Experience with training of trainers or ability to present professional trainings.
- Knowledge of current trends in education development; particularly in early grade reading.
- Excellent verbal & written communication skills with ability to write high quality reports.
- Strong computer skills (**Microsoft Office, Spreadsheets, PowerPoint**).
- Understanding of the basics of Mother tongue instruction
- Ability to develop and maintain good working relationships with stakeholders
- Strong people skills and ability to be a team player.
- Ability to work under challenging circumstances
- Ability to travel locally at least 30% of the time.

About Nascent Solutions

Nascent Solutions (Nascent) is a US-based international development organization. Its mission is to enable vulnerable people, especially women and children in Africa, to develop skills for self-sufficiency. The organization's areas of focus are food security and nutrition, health, literacy and skills development, and gender equity.

How to Apply

Please submit a cover letter and CV to: cameroon@nascents.org

Closing date for applications is **May 15th, 2021** but candidates are encouraged to apply early as we are looking to fill the position quickly.