Education Coordinator – Iraq

We are a growing organisation, working with children and partner organisations in some challenging environments. We’re focused on child protection, education, and livelihoods and our projects range from providing short term psychosocial support to children affected by conflict, to supporting the development of sustainable child protection systems, to enabling children to return to school. The conflict settings where we work range from acute emergencies of Yemen and Iraq to the protracted humanitarian crises of DRC and Afghanistan.

We want to find a dynamic Education Coordinator to join the team in Iraq. It will be well suited to someone looking for an interesting and diverse workload from training and implementation support to co-designing education strategy and project development.

If you share our values and believe that children’s lives should not be torn apart by war, we want to hear from you.

<table>
<thead>
<tr>
<th>Department:</th>
<th>International Programmes</th>
<th>Contract Type:</th>
<th>Fixed term – 1 year</th>
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<tbody>
<tr>
<td>Place of Work:</td>
<td>Iraq</td>
<td>Working Hours:</td>
<td>37.5 hours per week</td>
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<td>Reports to:</td>
<td>Head of Programmes</td>
<td>Salary:</td>
<td>Circa £33,000 per annum, depending upon experience</td>
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About us
War Child UK, the charity for children affected by war. We are a specialist charity for children in conflict, delivering high impact programmes that are rebuilding lives across Afghanistan, Iraq, the Democratic Republic of Congo (DRC), Central African Republic, and Yemen. We understand children’s needs, respect their rights, and put them at the centre of the solution - from reintegrating child soldiers in the Central African Republic to upholding the rights of children caught up in juvenile justice in Afghanistan. **We look forward to a world in which the lives of children are no longer torn apart by war.** This is a vision that can only be realised through the collective actions of children themselves, communities and their leaders, organisations like War Child UK, governments, and key decisionmakers.

Our values

**Bold**
We use our passion and creativity to deliver high quality evidence-based work designed to maximise our beneficial impact for children in conflict.

**Accountable to children**
Children can rely on us to respond to their voices and to treat them with respect and dignity.

**Transparent**
We expect to be held to account by our supporters and participants and we respond with openness and honesty.

**Committed to each other**
We support each other and our partners to achieve ambitious goals and to be the best we can be. We are honest and open with each other, sharing our successes, and confronting our challenges.
Your role
This is an excellent opportunity to contribute to an expanding portfolio and set the strategic direction for War Child UK’s education work in Iraq in the coming years. The Education Coordinator 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 Federal Iraq. The Education Coordinator will lead on the contextualisation of global toolkits for implementation in Iraq. This will include refining Education in Emergencies and longer terms recovery and development work with a focus on student retention. The position will ensure the management of education programming including War Child UK’s engagement with the Ministry of Education at different levels and the relevant coordination forums to ensure War Child UK is a strategic partner in improving access and quality of education for children in Iraq. The Education Coordinator will split their time between the various educational programmes in Iraq, ensuring high quality technical input at all stages of the programme cycle. The Education and Protection Coordinators work closely together to design and ensure synergies and integration across sectors in line with War Child UK’s country strategy. This is an exciting role for a dynamic and committed education professional, who focuses on having a genuine impact on the lives of vulnerable children.

The Education Coordinator will ensure compliance with War Child UK policies and procedures, including the clear and consistent application of child safeguarding, code of conduct, and grants management policies.

Your responsibilities (50%)

- Identify needs and provide technical assistance and training to project staff and partners in the preparation, rollout, and implementation of education-focused programmes.
- Work with Ministry of Education and other technical partners involved in the education programme.
- Review, revise, update, and develop when necessary, curricula to support the outcomes of education activities as outlined in proposals ahead of future implementation.
- Provide ongoing technical supervision to all education programmatic technical staff and local partners when required, including coaching of applicable education staff.
- Support the recruitment and training of education staff.
- 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, including guidance to and oversight of Education and Child Protection Officer.
- Support coordination and collaboration of field staff with support colleagues, including but not limited to safety and security.
- Ensure minimum quality standards for education and support improvement, reflection, learning, and innovation.

External representation and liaison (25%)

- Ensure technical buy-in and support from all stakeholders including the Ministry of Education (MoE) 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 ensure that War Child UK programs are responsive.
• Represent the organisation in relevant (inter)national events, networks, and sector groups related to education.
• Regularly attend the Education Cluster meetings and other sub-group meetings to ensure close coordination with other (l)NGOs and actors. Identify representatives to attend subnational education coordination forums and consolidate information. Present key programmes and findings in the relevant forums on a periodic basis.

Monitoring, Reporting, and Learning (15%)

• Work closely with the national Monitoring & Evaluation (M&E) team to ensure coherence between M&E approaches to successfully monitor educational outcomes, outputs, and overall impact.
• Work with M&E to develop data collection and monitoring tools for education activities.
• Advise and assist Project Officers and PMs on matters related to partner compliance in technical programming.
• 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 and MEAL Advisors and Officers to ensure coherence of technical quality and adherence to international standards.
• Support participant 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.

Programme Development and Continual Improvement (10%)

• Lead on gap and response analysis and how WCUK can more effectively contribute to education efforts in coordination with clusters.
• 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, develop, and contribute to quality project proposals and concept notes in line with the country strategy.

You have

• Experience working with NGOs in an education focused role, preferably in past management role of education programming either in emergency and/or development context.
• Expertise in areas such as Ed-tech/e-learning, distance 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.

- University degree in disciplines relevant to the following areas: Education, Education in Emergencies, Social Sciences, or a field(s) relevant to international development assistance.
- Technical experience implementing or advising on Emergencies in Education and basic education projects in contexts similar to Iraq or Middle East.
- Demonstrated teaching and training design and delivery experience required, based on INEE and other international standards.
- Excellent command of spoken and written English; basic knowledge of Arabic / Kurdish language will be an added value.

Competencies

- Professional attitude and committed to improvement.
- Independent, takes initiative, and solutions oriented.
- Calm and work well under pressure.
- Accepting of other cultures and attitudes.
- Accurate, systematic, with an eye for detail.
- Able to work in a small, dynamic organisation.
- Commitment to War Child UK’s aims, values, and mission.

Your team

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Head of Programmes
     /       \
  MEAL     Area Managers  Protection Coordinator
        /           /            |
     You          You          Ed & CP Officer
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Our benefits

- Flexible working arrangements
- 30 days annual leave per year
- Rest & recuperation
- Range of wellbeing initiatives and training
- Investment in training and development
- Relocation expenses and paid moving days
- Pension contributions or long term savings deposit
- Annual travel allowance
- Provided accommodation
- 1-1 wellbeing consultations with trained counsellors
- Enhanced maternity, paternity, & shared parental leave
- Healthcare insurance
Child safeguarding and Adults at Risk
Our work with children and at-risk adults to keep them safe is the most important thing we do. We are committed to the safeguarding of children and vulnerable adults in all areas of our work. We have zero tolerance for any behaviours and practices that puts children and/or vulnerable adults at risk of abuse and/or harm. Successful applicants will be expected to be compliant and sign up to our Child Safeguarding policy, our Code of Conduct and PSEA: Adults at Risk Policy. You can find the Child Safeguarding and Adults at Risk policy here: https://www.warchild.org.uk/whats-happening/news/our-child-safeguarding-policies-and-procedures

Contact information

To explore the post further or for any queries you may have, please contact: Andrew Wietecha, Head of Programmes, AndrewW@warchild.org.uk

For general information about working for WCUK please visit: https://www.warchild.org.uk/who-we-are/working-war-child

How to apply

- Please download the application pack from https://www.warchild.org.uk/who-we-are/jobs
- All applications must be sent to recruitment@warchild.org.uk by 11:59 pm on 30/11/2021.
- Due to limited resources, we will contact only the shortlisted candidates.
- Interviews will be held the week commencing 12/12/2021.

Pre-employment checks
Employment with War Child will be subject to the following checks prior to your start date:
  • a satisfactory police record check to include a Disclosure and Barring Service (DBS) check and/or an International/National Criminal Record Check, and a clear vetting and Due Diligence check
  • receipt of three satisfactory references