



Position Description

Job title: Literacy Specialist, Rwanda Mentorship Community of Practice (MCOP)
Location: Rwanda – Kigali

About FHI 360:

FHI 360 is a nonprofit human development organization dedicated to improving lives in lasting ways by advancing integrated, locally driven solutions. Our staff includes experts in Health, Education, Nutrition, Environment, Economic Development, Civil Society, Gender, Youth, Research and Technology – creating a unique mix of capabilities to address today's interrelated development challenges. FHI 360 serves more than 60 countries, all 50 U.S. states and all U.S. territories. We are currently seeking qualified candidates for the position of **Literacy Specialist**.

Project Description

The USAID-funded Rwanda Mentorship Community of Practice (MCOP) will scale a pilot program to equip all of Rwanda's school-based mentors with the support they need to provide effective assistance to basic education teachers. Through the cost-effective use of ICTs, MCOP will connect mentors with teaching materials, good practices, and a community of peers, strengthening not only their pedagogical and subject knowledge but also their professional identity and self-confidence. MCOP will also work with the Rwanda Education Board (REB) to expand the MCOP model to other educators and to institutionalize project activities within REB.

Job Summary/Responsibilities:

The Literacy Specialist will be responsible for expanding MCOP early-grade literacy and numeracy resources and services. As a result of these resources and services, Rwanda's school-based mentors should be well equipped to provide highly effective support to basic education teachers in their efforts to learn, write, speak, and teach in English, and their ability to reason with and apply simple numerical concepts. The Literacy Specialist will report directly to the MCOP Project Director. Specific duties include:

- Provide technical leadership in literacy and numeracy education, ensuring the high quality of all literacy- and numeracy-focused content, services, training, and other instructional activities, and identifying opportunities to add literacy and numeracy education to existing or planned MCOP activities
- Oversee the enhancement of the MCOP library to include new early-grade literacy and numeracy training, assessment, teaching, and classroom materials, in particular through the establishment of partnerships with other activities working in these areas in Rwanda
- Expand MCOP services supporting early-grade literacy and numeracy instruction, through online and face-to-face workshops and events, and collaboration with REB to support existing literacy and numeracy initiatives

Qualifications

- Bachelor's degree in Education or Linguistics with a concentration in early grade reading, literacy, language acquisition, or a related field
- Minimum of 5 years experience teaching at the primary or early secondary levels and/or serving as a mentor to teachers at those levels
- Extensive experience teaching literacy to beginning readers
- Experience delivering literacy training and workshops to teachers
- Excellent written and oral communication skills
- Fluency in English and Kinyarwanda
- Exercises

Interested candidates are requested to:

1. Submit their application no later than **February 2nd, 2015** at **16h30** to the address below :

FHI 360
Rwanda Country Office
Immeuble près de St Paul et Eglise Ste Famille
PO.BOX: 3149, Kigali/Rwanda

Or send it on email below:

Obonufete@fhi360.org

2. Join with the application letter, the curriculum vitae (CV), copies of certified degrees

Include contact information (telephone) and three professional referees.

Kigali, January 26th, 2015


Ildephonse Bikino
Project Manager, MCOP Project

