

## Deputy Director Education at Murang'a County

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### Job Description

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Murang'a County is one of the five counties in the Central region of the Republic of Kenya. It is bordered to the North by Nyeri, to the South by Kiambu, to the West by Nyandarua and to the East by Kirinyaga, Embu and Machakos counties.

### Duties and Responsibilities

#### **Assist Education Director with the following functions ;**

strategic planning and coordination of the department's programs, activities, and budget (meet, sustain, maintain)

Develop policy for the operations of Child Care Facilities and ensure their implementation

Take an active part in strategic planning and policy development and implementation in the department

Develop and monitor the operational work plan and related department budgets to ensure that costs are maintained within approved budgets.

Ensure implementation of national and county specific policies and legislation on ECDE

Ensure the smooth running of the childcare provision within the county

Ensure the overall staff and organisational development for the various Child Care Facilities

Develop partnerships with the early years and childcare development experts to ensure the

childcare provision meets the best practice for early childhood development

Develop innovative ideas and solutions to improve the delivery of the ECDE and child care provision

Liaise with donors and financiers on matters regarding construction and equipping of ECDE centre

Ensure that child care centres promote children's holistic development, play and learning.

Ensure that Child Protection policies and procedures are adhered to at all times in liaison with the Children Officer

Ensure that relevant support is given to staff development and training

Liaise with the Teachers Service Commission for proper services delivery and curriculum development for

### **Requirements for appointment**

B.A. in Education or Science Degree or related fields

Seven years' experience in education related fields such as; classroom teaching and student program planning, curriculum development projects, educational federal or statework related experience, or management experience in related fields in the private sector

Five years' minimum experience in elementary or secondary education, curriculum and instruction, student

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