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## **Education Officer at Save the Children**

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Location: Kenya

Category: other-general

# **Job Description**

The Save the Children Fund, commonly known as Save the Children, is an international non-governmental organization that promotes children's rights, provides relief and helps support children in developing countries

### **ROLE PURPOSE:**

Education Officer will be part of the project implementation team. He/she will be responsible for coordinating and supporting Education activities in Mandera in line with approved programme design. He/she will work closely with programme manager and education manager to ensure all activities and implemented in line with donor and SCI standards. The Education Officer will ensure good working relationship with the target beneficiaries and other stakeholders at community level.

#### SCOPE OF ROLE:

To oversee the program implementation at community level within the certain area of assignment.

In collaboration with MEAL focal point, participate in baseline, midline and end-line data collection, school assessments, and other data collection that the project might undertake.

Collaborate with the community stakeholders including local government to conduct the program activities in line with project design and quality framework.

Support the MEAL team and the program coordinator to ensure the high quality program delivery through ensuring the MEAL (Monitoring, Evaluation, Accountability and Learning) are

articulate in the program implementation

Take the initiative in documenting lessons learnt, best practice and case studies to shape incountry strategies and programme approaches, and contribute to broader sector learning.

Provide child protection to Education in Emergencies' who have been enrolled to school. These services include psychosocial support, rescue and alternative family care for enrolled children in need of care & protection liaising with the county directorate of children services.

Build capacity of stakeholders to achieve and sustain results of the Education in Emergencies education project in the county.

Represent SCI in relevant stakeholder forums such as meetings with community leaders, keeping line manager informed of discussion points, issues arising and agreements made.

Proactively engage communities and local stakeholders to support the projects; conduct regular awareness raising of the project/s, activities and intended outcomes.

Work with Community leaders, school head-teachers and Ministry of Education representatives for effective implementations of project/s in assigned field locations of responsibility.

Prepare timely activity reports.

Coordination community mobilization and training activities.

## Qualifications.

#### **Essential:**

Degree in Education or equivalent.

3 years of professional experience in implementing education programming at the field level with NGOs or other relevant actors. Child protection programming is an added advantage.

Experience working in remote areas.

Experience in the design, implementation and reporting.

Ability to analyse information, evaluate options and to think and plan strategically

Excellent interpersonal, communication and presentation skills

Fluency in written and spoken and English

Commitment to and understanding of Save the Children's aims, values and principles including rights-based approaches

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## **Cross References and Citations:**

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