



Thabyay Education Foundation
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JOB ANNOUNCEMENT

Social Sciences and English Teacher (Kant Kaw Education Center - KKEC)

(#03/2019)

Are you passionate about empowering youth through education? Do you want to be a part of positive change in Myanmar with youth leaders? We, Thabyay (TEF) team, are currently seeking motivated, dedicated and qualified candidates to join as a full-time staff member teaching at our intensive program, Community Leadership and Social Studies (CLASS).

TEF is a leading national non-profit organization whose mission is to educate, develop, inspire, connect and empower individuals and organizations that are change-makers in Myanmar. We seek to achieve this through knowledge creation, innovative learning and guided skills expansion, as well as by forging connections to networks, information and opportunities. We are inspired to create far-reaching transformations through education and professional development for the marginalized people of Myanmar.

Title of the position:	Social Sciences and English Teacher
Program:	Kant Kaw Education Center - KKEC
Job location:	Yangon, Myanmar
Reports to:	Program Manager
Duration of contract:	1 year renewable
Type of contract:	Full time
Start date:	20 th May, 2019
Application deadline:	09 th April, 2019

Key Responsibilities

- Teach courses in social studies, international relations, humanities, and/or English to higher education students (age 18-28) in Myanmar;
- Instruct students about global and national social issues and help them understand the geographical, historical, cultural, and political factors that influence the development of Myanmar;
- Plan, prepare and deliver instructional activities;
- Utilize curricular and other appropriate learning activities that reflect the diverse educational, cultural, and linguistic backgrounds of the students served and that are approved by the TEF;
- Create and submit lesson plans and learning resources and modify accordingly throughout the year; to integrate competencies, goals, and objectives that are set by the TEF;
- Participate actively, under the supervision of the academic coordinator, in the development and update of curriculum, syllabi, lesson plans, learning materials and assessment system

- Conduct students' assessment, maintain; grade books and records of students' progress and development, and provide appropriate and timely feedback to the students and supervisors;
- Participate in the student selection process;
- Undertake duties providing support and counselling to students through academic procedures;
- When needed, accompany students on field trips; supervise, help and participate with the organization of school functions, and serve as supervisors for extracurricular activities;
- Manage classroom and student behaviour in the classroom and on school premises;
- In consultation with Program Manager and Programs Director, take responsibility for student discipline and apply appropriate and effective measures in cases of misbehaviour;
- Work with teachers and Director of Programs (KKEC & CD) to address students' behavioural, academic, and other problems;
- Share responsibility with administrative and KKEC program staff for student safety and security;
- Participate regularly in the KKEC academic unit meetings and; and
- Perform other school administrative tasks as needed or assigned.

Experience, qualifications and attributes

The ideal candidate should have the following:

- At least a University Degree in a relevant field, Master's degree is preferable;
- A degree or certificate in teaching is an advantage;
- A certificate in CELTA, TESOL, TEFL is an advantage;
- Minimum of two years of teaching experience at secondary and/or post-secondary level;
- Experience in applying student-cantered learning methodology;
- Excellent proficiency in English language;
- Excellent presentation and communication skills and classroom management experience;
- Experience in developing learning materials and adapting curricula, is an advantage;
- Experience teaching English and social studies is an advantage;
- Sound understanding of the Myanmar social and educational context and experience working in Myanmar, preferably in the education sector;
- Ability to work sensitively and behave appropriately in the Myanmar working environment;
- Ability to teach up to 25 hours/week (including evening and weekend classes);and
- Willingness to teach skills, English and development studies courses, when necessary.

Application Process

Citing the reference "Social Sciences and English Teacher (KKEC)" applicants should send their CV and cover letter expressing their suitability and interest in the position to hrmanager@thabyay.org early applications are encouraged as they are considered upon receipt. Only shortlisted candidates will be notified of their progress. Shortlisted candidates will be required to provide at least two professional references.