The United States Peace Corps program in the Philippines seeks qualified candidates for the following position for a three to four (3-4) month service.

EDUCATION TECHNICAL/ CROSS-CULTURAL FACILITATOR

(Code: EDUCATION TCF)

**TYPE OF CONTRACT: Personal Services Contract**

**June – September 2018**

**BASIC FUNCTIONS OF POSITION:**

With guidance from the Education Program Manager (Educ-PM) and the Training Manager (TM), the Education Technical/Cultural Facilitator (Educ-TCF) is directly responsible for (1) planning and conducting technical training for Peace Corps Education project at the local school level; and (2) providing formal and informal instructions and advice to Trainees on life, work and cultural adaptation in the Philippines.

His/her primary responsibility is to equip Trainees with the necessary Knowledge, Skills and Attitudes to effectively work in Department of Education elementary, secondary schools, and Commission on Higher Education-accredited tertiary schools in co-teaching English, developing and conducting teacher trainings, and supporting the development of school and community resources with the aim of improving the quality of education in the community, including literacy.

He/she works closely with other staff in integrating all elements of training (i.e., language, technical, cultural, health and safety) through formal and informal activities in the community. TCFs are required to follow a six-day workweek, with additional preparation time and activities in the evening, on weekends and holidays. He/she works in close collaboration with other staff for the successful and effective coordination of all training activities and support of American Trainees. TCFs report to the Education Program Manager (PM), Training Manager (TM), and the Director for Programming & Training (DPT).

**QUALIFICATIONS REQUIRED**

* **EDUCATION:** Degree preferably in Education and with at least one year work experience in teaching English as a Second Language (ESL) or in using ESL teaching approaches and methodologies.
* **EXPERIENCE:** Knowledge in participatory community development processes; Experience in implementing community-based programs/projects similar to alternative learning or literacy work; Experience in training teachers or trainers; Prior satisfactory to excellent work experience with a developmental agency or
* organization, as well as experience in a cross-cultural working environment, is an advantage.
* **SKILLS AND ABILITIES:** Demonstrates cross cultural communication skills; Good to excellent understanding of the Adult Learning Model and Experiential Education techniques as well as an understanding of participatory community development processes; Satisfactory computer skills in MS Word, Excel, and Powerpoint; Hardworking, responsible, flexible and a good team player.
* **LANGUAGE:** Good to Excellent – Speaking/Reading/Writing English and Filipino (Tagalog). Ability to speak other local dialects will be an advantage.

**ADDITIONAL REQUIREMENTS:**

* Willing to live in a barangay together with Trainees and other training staff;
* Willing to participate in a Training of Trainers course;
* Holder of a current NBI Clearance (issued not earlier than Dec 2016);
* Ability to work long hours and perform all activities required for the role;
* Willing to work for 3-4 months in Luzon

**COMPENSATION:**

* Competitive daily rate
* Travel allowance to and from Manila *(for staff coming from outside NCR, & outside of nearby provinces such as Laguna, Cavite & Antipolo)*
* Lodging provision in Manila *(for staff coming from outside NCR, & outside of nearby provinces such as Laguna, Cavite & Antipolo)* and at Training sites in Bataan
* Communication allowance

**APPLICATION PROCEDURES:**

**HOW TO APPLY:**
**Via email (preferred):**Send application letter and resume to pstvacancy@ph.peacecorps.gov, in pdf format of not more than 5 MB. **Important: CV should include three (3) character references, one of whom should be a former supervisor at work. Please provide complete name, designation, company, contact number and correct/current email address for all character references.** ID picture is not required in the application. Please do not email documents that are not asked for.

**Personal or courier delivery:**

Submit all required documents to -
US Peace Corps (Phils) – Attn: HR Unit
6th Floor PNB Financial Center, Macapagal Avenue, Pasay City

**Application is open until position is filled.**

Note: We will only contact applicants who are being considered. No need to follow-up. Thank you for your understanding.

**EQUAL EMPLOYMENT OPPORTUNITY**The Peace Corps is both a federal agency and a vehicle through which American citizens offer needed assistance to people around the world and, in doing so, promote greater cross-cultural understanding between Americans and the people of the host countries. The fulfillment of the Peace Corps’ mission to foster greater understanding among the world’s citizens requires that we adhere to the highest standards with respect to equal employment opportunity for all Volunteers, employees, and applicants. Discrimination based on factors that have no bearing on a person’s ability to serve and perform his or her duties is not permitted and will not be tolerated.