

Vacancy Announcement **Education Manager**

Terms: 100%
Location: Flexible with international travel

Summary

This position is an exciting opportunity to lead on the development of NALA's educational and training materials to be used across projects. With over a decade of experience, NALA's health education materials have been used by more than 2 million children across Ethiopia. Our online and in-person trainings have enhanced the capacity of thousands of teachers, health workers, local leaders, and government officers to lead on public health initiatives. As our work continues to grow in new areas, we are looking for the right candidate to grow with us and increase the depth and scope of our efforts.

About NALA

NALA is an internationally recognized expert in the fight to eliminate neglected tropical diseases (NTDs). NTDs impact more than 1.5 billion people worldwide, disproportionately affecting rural and high-poverty populations with the least access to clean water and sanitation. Our innovative and community-based solutions have led to a sustainable reduction in the burden of disease in project areas. Our model complements drug administration campaigns with a focus on promoting healthy behavior change, strengthening the capacity of the local community to improve public health, and increasing their access to water, sanitation, and hygiene (WASH).

About the Position

This position is 100% with an initial 3-month probationary period. The selected candidate will join the NALA team based at our headquarters in Tel Aviv. If the position holder will be based in a different location, travel might be expected at least 4 times a year for team meetings. Reporting to the Head of Operations, the Education Manager will support the design and development of materials and tools to be used in our projects. He/she will also support the team in researching novel strategies and technologies that could further enhance our work.

Responsibilities

1. Write, edit, and review content for education and training purposes that will be delivered to a wide range of target groups, from early childhood to adult community members.
2. Design (or supervise the design) of graphics and audiovisual tools for use in project sites.
3. Research and identify opportunities to increase organization's impact through new methodologies, strategies, and tools.
4. Participate in needs assessments to identify challenges and gaps, with special attention to learning environments, community-centered processes, and inclusion.
5. Supervise team members and communicate with project staff on issues related to material design, testing, and adaptation.
6. Contribute to the overall activities of the team as needed.
7. Ensure accurate reporting, timely updates, and briefings to management team.



Competencies

1. *Exceptional writing and editing skills*- Extremely strong English writing and editing skills. Ability to write diverse types of materials, including lesson plans and reports.
2. *Attention to detail*- An eye for format, design, and accuracy.
3. *Excellent organizational skills*- Ability to multitask and work on several projects simultaneously; Extremely organized and structured.
4. *Creativity*- Openness; Problem solving; Innovative thinking.
5. *Good interpersonal skills*- Cultural sensitivity; Collaboration; Effective communicator.
6. *Strong work ethic*- Self-motivated and can work independently and adapt well to changing priorities and duties.

Qualifications

1. Experience in the education or nonprofit sector. Curriculum design experience is an advantage.
2. University degree, preferably in a relevant subject, such as education or public health.
3. Excellent computer skills, including MS Office, CRM systems, and Moodle. Experience with graphic design and e-learning software is an advantage.
4. Previous work in international development in the Global South, especially in Ethiopia, is an advantage.

Application Process

Interested candidates are invited to send their CVs and names of 3 potential references to hr@nalafoundation.org by July 4, 2024.

Please include the following text in the subject line: 'Education Manager application'.

Shortlisted candidates will be invited for an exam and an interview.

