

<b>Job Description:</b> <i>Inclusive Education Advisor (Volunteer)</i>	<b>Responsible to:</b> <i>VSO District Coordinators</i>
<b>Responsible for:</b>	<b>Location, Group &amp; Function:</b> <i>Rwanda, District Administration (one of 3 districts to be confirmed)</i>
<b>Duration:</b> <i>Minimum 12 months</i>	
<b>Job Purpose:</b> <i>To provide high-level technical input and support to improve the learning of children with disabilities which enable an improvement in their overall quality of education.</i>	

<p><b>Responsibilities:</b></p> <ul style="list-style-type: none"> <li>• Train and mentor national volunteers deployed as Special Needs Education Coordinators (SNECOs) across several districts of Rwanda in each aspect of their role, including on their training and mentoring of school inclusive education focal teachers and school leaders (including governing bodies), and on engagement with district and sub-district officials</li> <li>• Make frequent school and community visits alongside SNECOs to support the achievement of the programme</li> <li>• Provide inclusion-related technical advice to the BLF staff team on each component of the programme i) identification, screening and diagnosis processes; ii) teacher development and classroom practice; iii) enhanced school leadership by head teachers and School General Assembly Committees (SGACs); and improved coordination and management by local education authorities.</li> <li>• Support the development of training and professional development materials for SNECOs and school inclusive education focal teachers, head teachers and school governing bodies.</li> <li>• Collect data and evidence, including supporting the development of success and case stories, to inform evaluation, learning and communications in regard to the programme</li> <li>• Contribute to local level and central level reviews of the progress of implementation and impact of the programme</li> <li>• Produce accurate and reflective reports in regard to implementation of the programme</li> </ul> <p><b>Note that this position involves working across several districts of the country. To travel to districts you would usually travel on local buses. Travel within districts will usually be as a passenger on motorbike taxis.</b></p>	<p><b>Skills, Knowledge and Experience</b></p> <p><b>Essential:</b></p> <ul style="list-style-type: none"> <li>• Bachelor’s degree in Education preferably with Special Needs</li> <li>• At least five years’ practical experience in inclusive education and/or special needs education.</li> <li>• Advanced knowledge of understanding disability as a social as well as a medical experience</li> <li>• Fluent English speaker with good written skills and the ability to explain complex concepts to audiences of different levels of experience and knowledge.</li> <li>• Proven ability to train, coach and supervise others.</li> </ul> <p><b>Desirable:</b></p> <ul style="list-style-type: none"> <li>• Data collection and project monitoring experience and a structured approach to documenting progress and learning.</li> </ul> <p><b>Knowledge/qualifications:</b></p> <ul style="list-style-type: none"> <li>• Strong ICT skills and knowledge of using tablets, smartphones and computers for data collection</li> </ul> <p><b>Experience:</b></p> <ul style="list-style-type: none"> <li>• Influencing, negotiation and facilitation skills</li> </ul> <p><b>Skills/Abilities:</b></p> <ul style="list-style-type: none"> <li>• Sensitivity to working in developing countries</li> </ul>
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***VSO has zero tolerance of abuse and exploitation of vulnerable people. We expect all our employees/volunteers to ensure we are protecting children, young people and vulnerable adults from harm and abide by our safeguarding policy.***