

# UWS Education Coordinator

Based in: Eastern Shan State (Kyaing Tong)  
Contract Period: 8 Months (possible extension)  
Reporting To: Country Director  
Salary: 600 USD  
Deadline: 9 May 2025

## Summary

UWS Myanmar is recruiting an Education Coordinator to help design and implement a cluster-based teacher training programme, equipping Education Officers with the skills and resources to enhance teaching quality and sustainability. The candidate will provide virtual and in-person support, ensuring training meets both national standards and community needs.

## Minimum Qualifications

- Bachelor's degree in Education or a related field; Master's degree preferred.
- Proven experience in teacher training, education programme design, or curriculum development (5+ years preferred).
- Strong knowledge of educational challenges in rural or low-resource settings.
- Experience with a Training of Trainers (ToT) model.
- Excellent written and verbal communication skills.
- Proficiency in using digital tools for training and resource development.
- Ability to collaborate with a diverse range of stakeholders, including government officials and community leaders.
- Availability for short-term travel to rural Shan State if needed.

## Responsibilities

### Teacher Training and Curriculum Design

- Develop a cluster-based teacher training programme to be delivered by EOs using a ToT approach.
- Design and adapt curriculum resources tailored to the needs of UWS community teachers, ensuring they are practical, context-specific, and aligned with national education standards.
- Provide EOs with high-quality training materials, techniques, and mentoring to enable effective delivery of training at the school level.

### Capacity Building for Education Officers (EOs)

- Conduct virtual workshops and one-on-one mentoring sessions to equip EOs with the skills needed to support teachers effectively.
- Guide EOs in implementing best practices for pedagogy, classroom management, and student engagement.
- Collaborate with EOs to identify gaps in teacher performance and develop strategies to address them.

### Community Visits and Engagement

- Conduct periodic visits to schools and communities to gain first-hand insights into educational challenges and opportunities.
- Engage with teachers, students, and community leaders to ensure that training and curriculum design meets their needs.

### Global Team Collaboration

- Engage with the UWS Global Programmes team to share updates, challenges, and best practices from UWS Myanmar

## How to Apply

Please send a CV (resume) and covering letter, contact of the reference person and explaining why you wish to be considered for this role, and why you meet the criteria above. Please, state the position in email subject line and send to [cmoo@uwsglobal.net](mailto:cmoo@uwsglobal.net)