

Mentor for Non Formal Education and Adult Literacy Programme

Location:	Jacobabad
Reporting to	<ul style="list-style-type: none">• Project Coordinator• Executive Director
Collaborating with	<ul style="list-style-type: none">• Finance Officer• Educational Technical Manager
Budgeted Salary	<ul style="list-style-type: none">• 45000
Gender preference	<ul style="list-style-type: none">• Female

Interested candidates may send their CVs through email; shama@abestec.org . The staff is required initially for one year but the project is likely to be extended. The applications must reach by 25th June,2019 COB.

Duties and Responsibilities

The Mentor is expected to perform the following responsibilities, but not limited to:

- Conduction of project related field activates in NEF and ALP centres
- Ensure and make efforts for safeguarding polices implementation in project area
- Organize hands on training for respective teachers on using interactive learning approaches with focus on Protection issues.
- Submission of reports and case studies to project coordinator
- Conduct regular monthly progress review and planning meeting at district level
- Any other assignment which is mandatory to achieve the objectives of the program
- Able to travel to attend training and meetings at District level
- On need bases, conduct Child Protection related training.

Qualification:

The following requirements for this position

- a. **Academic qualification:** B. A/B.SC
- b. **Professional Qualification:** B.Ed.
- c. **Experience:** Minimum 3 years working as teacher and some experience as trainer.

Skill needed:

- Basic computer skills (MS Office)
- Excellent communication skills (verbal and written)
- Strong interpersonal skills (pressure handling, conflict resolution, active listening, problem solving, interactive personality, friendly working relationships)

- Be a self-motivated, versatile and adaptable to different cultures and people
- Be results oriented and able to meet strict timelines for outputs