

Early Childhood Development Mentor

Nepal

This assignment has been negotiated in good faith with the Partner Organisation, and the information contained was correct at the time of acceptance of the request. However, while we take responsibility for matters under our direct control, all assignments and arrangements are subject to change. This assignment may be amended or withdrawn to reflect changes in circumstances.

ASSIGNMENT DETAILS

Assignment title	Early Childhood Development (ECD) Mentor		
Partner Organisation	Shivapuri Secondary School		
Location	Thirbam Sadak, Maharajgunj, Kathmandu Metropolitan City, Ward -4, Nepal		
Website of Partner Organisation	NA		
Duration of assignment	6 months subject to extension	Start date	11/07/2022
Type of assignment	Remote	Australian Organisation	NA
Time commitment	Part-time (less than 25 hours per week) (Remote volunteers only)		

PARTNER ORGANISATION OVERVIEW

Shivapuri Secondary School, established in 1948 as a community based public educational institution, is located at Maharajgunj, Kathmandu Metropolitan City, Bagmati province No.3, Nepal. It offers educational programs from Primary to grade 12. It launched plus two stream in Management and Humanities in the years 2005 and 2020 respectively. From the new session 2078, the school is pioneering its technical wing in Computer Engineering from grade 9 - 12 along with its General stream. There are all together 1,345 students and 58 teaching and non-teaching staff. Apart from regular academic activities, the school conducts extracurricular activities on regular basis. The school is always ready to forward its educational journey through collaboration with different national and international organizations. With support from Nepal English Language Teachers' Association (NELTA) in 2013 the school received pedagogical assistance from a volunteer from the USA. In collaboration with WORLD TEACH the volunteer trained teachers in English Language pedagogy. It enabled and empowered all the teachers to bring significant changes in the school educational environment. The School Management Committee has 9 members including the principal, a representative of the municipality, local community, intellectual and philanthropist and the parents. The salary of the permanent teaching staff are paid by the central government whereas the remuneration of three local language teachers and three technical teachers are supported by the local government. Parents contribute to school with a nominal amount of money. Likewise, the central government provides Rs.400 to all girls and dalit studying in grade 1 to 8 each year. The disabled students are given financial assistance from Rs.1000 to 4000 based on the condition and case of their disability.

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ASSIGNMENT DETAILS

Assignment overview

Children's development during the early childhood stage is strongly affected by their environment, and that effect continues to exert a strong influence on the rest of their lives. It is of the utmost importance that educational and life skills programs begin at this early stage.

The school currently provides early childhood development (ECD) classes for 34 children between three to seven years of age. The school has one ECD Assistant who has passed Intermediate and has received a basic orientation in ECD. All the ECD assistants have only basic efficiency in English language. The school needs an experienced external ECD trainer to enhance capacity of ECD Assistants to prepare, implement and evaluate appropriate programs for children in their care as individuals and within groups.

Assignment objectives

Provide training and coaching support to ECD Assistants to improve their knowledge and skills to motivate and stimulate a child's learning abilities; to provide support to children within a secure learning environment; and to assist with the development of a child's personal, social, language and physical coordination abilities.

To include all people directly affected by the volunteer assignment in the Partner Organisation and community, using strategies that promote: gender equality; inclusion of youth; inclusion of people with a disability; child protection and safeguarding; inclusion of marginalised groups.

Duties and responsibilities of the volunteer

In consultation with the school team, identify knowledge and skills development needs of ECD teachers and plan training/coaching activities.

Prepare online motivational and diagnostic training materials/tools including evaluation and deliver them (about one-hour sessions each).

Prepare assignment for the teachers to evaluate their improvement.

Organise periodic meetings with the school administration to review progress and explore ways to sustain learnings on an ongoing basis.

Support teachers to access resources and knowledge for ongoing learning.

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Selection criteria
University degree in related field.
Training and experience in child psychology / development
Experience of working in early childhood education programs and techniques in school environment.
Experience teaching adults and coaching and mentoring skills.
Patience and resilience.

Desirable skills, language and experience
Generally familiar with formal education system of developing countries.
Remote working experience.

Line Manager	Sindhu Tuladhar (Vice Principal)
Staff Supervision	No
Working relationships	• <i>At the beginning of the assignment a meeting between ECD assistants, Principal, Vice Principle and the volunteer will be organised to introduce team members, clarify expectations and to discuss how to move ahead with the assignment.</i>
Hours and days of work	Sunday to Thursday: 10:30 am to 4:00 pm, Friday 10: 30 am to 3:00 am
Leave	All volunteers are entitled to 20 days leave per 12 months, unless advised otherwise. The same conditions and terms as local colleagues apply, including national holidays.
Professional indemnity insurance (Required for all volunteers who are acting as a medical, allied health or legal professional whilst on assignment.)	No - This assignment is not deemed to require professional indemnity insurance The volunteer should consult the partner organisation about the need for professional indemnity insurance for the role prior to departure. Where required and/or considered essential to hold this insurance, please discuss this with the Volunteer Services Manager in Melbourne prior to departure.

LIVING AS A VOLUNTEER

The Australian Volunteers Program supports volunteers from preparing to go on assignment through to returning home. For a full breakdown of support provided, please visit: <https://www.australianvolunteers.com/volunteering/lifestyle-and-support/>

Living allowance	N/A The allowance levels are based on the cost of living in the host country location and are listed in \$AUD. Allowances will be reviewed periodically and may increase or decrease.
Accommodation allowance	N/A
Language support	Language support is provided during the in-country orientation period. Most often, additional resources for further development later in the assignment will be available if required.
Country profile	Learn more about the host country location by reading the country profile. We encourage candidates to research the specific location of this assignment as it will be discussed and addressed with a recruitment officer during the interview process. https://www.australianvolunteers.com/countries/nepal/

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Political or faith-based activities	The Australian Volunteers Program supports partner organisations to achieve their development objectives. It does not engage in or support any evangelical activities and is not linked to any political party. We partner with local faith-based organisations on the basis that the volunteer placement does not engage in evangelising; and participation in activities run by the volunteer is not conditional on conversion or adherence to a particular religious denomination. We also partner with advocacy organisations on the basis that volunteer activities are not in support of a political party or candidate.
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HOW TO APPLY

All applications must be submitted online through the Australian Volunteers Program website. If you have not already done so, you will need to register on our website prior to applying. For more information about how to apply, please visit:

<https://www.australianvolunteers.com/volunteering/how-it-works>

We actively support and encourage people of all backgrounds and abilities to volunteer internationally, and aim to make the program as accessible and inclusive as possible. The program has a dedicated Indigenous Programs Coordinator to support Aboriginal and/or Torres Strait Islander volunteers, who can be contacted at indigenouspathways@australianvolunteers.com. Access and inclusion plans are available for volunteers with disabilities, to ensure their assignments and living and working arrangements are made more accessible.

Personal circumstances

Due to security, cultural, legal or visa restrictions associated with this location, we ask that applicants disclose:

- If they want their same-sex partner to accompany them on assignment.
- If they want their partner, to whom they are not legally married, to accompany them on assignment.
- If they want their child(ren) to accompany them on assignment.
- If they have a criminal conviction where a criminal conviction may be relevant to the inherent requirements of the assignment.

(Delete any that do not apply)

