

Pedagogy Team Leader (Urgent): (1 positions) base in Phnom Penh (**Local Only**)

Presentation of PSE

Pour un Sourire d'Enfant (PSE) – For a Child's Smile is a non-profit organization founded by Christian and Marie-France des Pallières, operating in Cambodia since 1995. Its mission is to help children suffering acute hardship by reintegrating them into society and leading them to decent, skilled and well remunerated jobs. Recognized by the local authorities, PSE is working with full respect of the country, with the Cambodians, and thus supports sustainable development. PSE is operating six main programs: nutrition, healthcare, protection and accommodation, general education, vocational training and family support. PSE is taking care of more than 6,500 children and more than 4,600 graduates from PSE Vocational Training program already have successfully integrated the job market with a real qualified position. PSE employs more than 600 people in Cambodia (Phnom Penh mainly) and 4 staff at the headquarter in France. 300 volunteers in different countries are actively working on making the organization known, on fundraising donations and sponsorships. In 2000, PSE was awarded the French Human Rights Prize by the French Republic.

Main Responsibilities:

S/he will be responsible to manage the pedagogy of PSE including the management of the curriculum, the teacher training, the resources for student and teacher and the technical support providing to ensure the quality of general subjects teaching, and staff management.

- Manage the identification of the curriculum development needs through interviews with Pedagogy Coordinator, Academic officer or senior teacher and the deans or school manager
- Manage the curriculum development plan that meets the needs and expectations of schools and the labor market and with Pedagogy Coordinator, Academic officer or senior teacher and the deans or school manager .
- Help Pedagogy Coordinator to Manage the curriculum development: learning outcomes, study programs, handbook, lesson contents, teaching materials, etc.
- Consolidate and validate the drafts of developed curriculums before submitting to Directors
- Manage the monitoring of the implementation of these curriculum in schools with Pedagogy Coordinator.
- Manage the evaluation and the re-adjustment of the curriculum if necessary with Pedagogy Coordinators.
- Manage the identification of the teacher training needs through analysis of their jobs, career paths, annual assessments, class observation, interviews, etc.
- Manage the annual training plan that meets the needs and expectations of teachers in collaboration with the Human Resource Department.
- Ensure that the contents of training are relevant and applicable.
- Manage the training according to training planning provided to Pedagogy Coordinators in order to develop their pedagogic and technical subject skills.
- Manage the evaluation of the training processes and effects.
- Manage the training manual designed.

Job Requirements

- Master's degree in Education, Pedagogy, Teacher Training Development or similar field of study
- Five years' experience in pedagogy development and Management
- Management and leadership, planning, monitoring and evaluation
- Curriculum development
- Microsoft office, email, Internet
- Good or better English. French is an advantage
- Teacher capacity building, teacher follow-up and coaching
- Educational and pedagogic tools development
- Commitment to PSE's vision, core values and code of conduct

Interested candidates please send your application (CV and Cover Letter) or application in hard copies to the below address before **15th July 2020**.

Email: recruitment@pse.ngo

Office Number: Contact Number: +855 (0)77 777 173 (extension: 111)

Contact Person: Mr. THOY Sopheak , HR & Resourcing Officer

Personal Number: 070 827 806/ 078 777686, Telegram: 070 827 806

Address of Organization: No. 402, Trea village, Sangkat Steung Meanchey, Khan Meanchey, Phnom Penh.

PSE employees at any levels ought to respect and follow the Child Protection Policies.

PSE is an Equal Opportunity Employer and as such does not discriminate against employees or applicants on any basis prohibited by law.

Qualified women and Disabled people are encouraged to apply.

➤ **Note: Only shortlisted candidates will be contacted for interview!!!**