

## Job Opportunity

### Direct Services Coach, Ngorongoro, Tanzania

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**Consultant Position:** Coach, Direct Services, Tanzania

**Schedule:** Full-time Contract

**Location:** Ngorongoro, Arusha, Tanzania + travel within the region to meet the needs of the position or attend regional events as needed.

**Reports to:** Implementation Manager, Africa

**Term:** Full-Time, 11-month contract

**Monthly Salary:** \$1455 per month

**Type:** This position is a project-based contract position

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### About TeachUNITED

TeachUNITED is an international non-profit dedicated to improving student outcomes by bridging the equity gap for teachers. By providing access to coaching and training programs to teachers and administrators in rural and underserved communities, we empower educators where the disparity is most acute. A rapidly growing organization, TeachUNITED reaches thousands of teachers and children with a goal of improving education for 3 million students by 2030.

### Position Overview

This position will lead TeachUNITED's work in training teachers at partner schools in the TeachUNITED curriculum to increase reach and impact. He/she will provide ongoing professional development to educators in their networks. The position will be based in Ngorongoro, Arusha region, and it's only open to Tanzanian nationals.

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### Roles and Responsibilities

- **Educational Activities:** You will train teachers and support Teacher Trainers/Coaches in TeachUNITED's teacher training program using our online curriculum and conducting coaching meetings, occasional school site visits, managing PLCs, and supporting data collection as required.
- **Team Communications:** You will ensure timely and consistent communication with other Instructional Coaches, the Africa team, and the Global team.
- **Communications and Reporting:** Communicate and report frequently with fellow TeachUNITED Trainers, Implementation Manager, and Africa Director, including weekly updates to work calendar, project plans, reports, online meetings, email, etc. You will assist the Finance Manager in tracking and maintaining financial processes and approvals as requested.
- **Monitoring & Evaluation Support:** Administer assessments, surveys, and gather frequent data from school sites in order to evaluate TeachUNITED's success.
- **Program Support:** Support evaluating possible new school partners and assist in growing TeachUNITED's network. Promote the TeachUNITED program via social media, conference presentations, foundation or partner communication, etc., as requested by the Global Operations leadership team.

- **TeachUNITED Culture & Values:** You will be responsible for applying all TeachUNITED values and policies in your work. This includes (but is not limited to) supporting a safe, welcoming, secure work environment(s), open communication, and promoting honesty, transparency, and integrity. You will actively seek opportunities to support, encourage, engage, and develop your team in support of TeachUNITED's mission.
  - **Travel Required:** Visit each school site as the implementation schedule dictates. Attend meetings and/or training in the U.S. or other locations, as required.
  - Other duties as reasonably agreed upon.
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## Candidate Profile

### Required Experience

- Have excellent verbal and written communication skills, including technical proofreading.
- Are proficient with basic office tools (Google Classroom, Gmail, Microsoft Word, Excel, etc). More advanced spreadsheet skills, familiarity with Salesforce, and/or graphic design skills a plus.
- Can achieve results while working independently, and is willing to ask for help as needed.
- Excellent follow-through on every request; highly organized and detail-oriented.
- Have 8+ years of leadership in training and coaching teachers.
- Exhibit excellent interpersonal and intercultural communication skills.
- Passion and positive energy to be part of a non-profit team, willingness to collaborate and lead the development of new programs.
- Have 5+ years of previous classroom teaching experience in Tanzania.

### Team Member Profile

- **Honest** - *integrity and transparency are at the core of who you are, and the work you do*
  - **Inspired** - *passionate about school transformation and supporting teachers*
  - **Positive & friendly** - *creating long-term relationships with staff, teachers, leaders, and government*
  - **Energetic** - *managing up personnel and international projects*
  - **Initiative** - *managing your own time, appointments, and projects*
  - **Innovative** - *creating projects and problem-solving*
  - **Determined** - *creating positive change with a hardworking team*
  - **Reliable** - *consistently ready to support others*
  - **Technological** - *comfortable with technology and helps solve problems at school sites*
  - **Connected** - *great reputation and well-connected to school leaders, State Department, and national organizations.*
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