



Job Description for Teaching Intern

Post Title	Teaching Intern
Location	Retrak, Ethiopia
Responsible to	Drop in Centre Manager
Responsible for	Delivery of educational catch up classes using child participatory techniques and training and mentoring of DIC staff
Purpose of Job	<ol style="list-style-type: none"> 1. To provide catch up education to street children using child participatory techniques and evidence-based pedagogy rather than memorization 2. To provide training to DIC staff in these teaching techniques 3. To provide mentoring and feedback to DIC staff as they use these techniques with street children
Key Duties and Responsibilities	<ol style="list-style-type: none"> 1. Service Delivery to children <ul style="list-style-type: none"> • Prepare lessons for children • Liaise with DIC staff re topics, format of lessons, equipment and translation • Organise the purchase of any necessary equipment • Evaluate lessons with DIC staff to ensure quality of lessons improves through learning from previous lessons 2. Training of DIC staff <ul style="list-style-type: none"> • Provide structured training sessions in the afternoon for DIC staff • Provide training during education lessons by modeling and guided reflection afterwards 3. Mentoring of DIC staff <ul style="list-style-type: none"> • Provide support for staff as they plan lessons using alternative techniques • Mentor staff as they deliver lessons • Provide feedback to staff about performance using guided reflection to identify things that went well and improvements that could be made
Policies and Procedures	<ul style="list-style-type: none"> • Work within Retrak's policies including Child Protection, Equal Opportunities and Health and Safety policies
Genuine Occupational Requirement	<ul style="list-style-type: none"> • Attend and contribute to staff meetings, staff retreat/days away as they arise • Be able to understand and sympathise with the Christian ethos of Retrak and to promote that ethos when called upon

Qualifications and Personal Attributes	<ul style="list-style-type: none">• Undergoing training primary or secondary education• Experience working with vulnerable, disadvantaged children desirable
Retrak Vision & Mission	<p>Our Vision: To see street children realise their full potential and worth.</p> <p>Our mission: To enable street children have an alternative to life in the streets.</p>