



## Request for Expression of Interest

### Consultant for IT School Curriculum Development

#### Description:

NGO Peer Educators Network (PEN) is looking for a **Consultant for IT School Curriculum Development** on behalf of Amplifying Local Voices for Equitable Development (ALVED), a UK Government's Conflict, Stability and Security Fund (CSSF) funded project which seeks to support municipal-level mechanisms in Kosovo and Serbia to contribute to the fair distribution of resources to communities. ALVED is implemented by a consortium of organisations comprised of Peaceful Change initiative, People in Need, Peer Educators Network, Civic Initiatives, and Aktiv.

The newly established IT School will aim to equip youngsters with practical knowledge and skills they need to thrive in the IT/programming industry in Kosovo and beyond.

#### Responsibilities:

- Collaborate effectively with project staff to build interactive learning materials for new web programming courses across a wide array of topics;
- Design and develop outstanding technical course content and lab exercises for instructor presentation or self-paced learning according to detailed project plans, including lessons, quizzes, projects, courses, and outcome-oriented learning paths;
- Utilize technical skills to efficiently translate complex technical concepts into effective learning solutions;
- Translate technical learning objectives into effective learning materials designed for novice learners and use innovative pedagogical methods to break down technical concepts into effective exercises;
- Develop a roadmap for a new training portfolio;
- Work with internal partners (future trainers) to perform skill gap assessments and build training content to address those gaps;
- Facilitate requirements gathering meetings with curriculum stakeholders to define the appropriate learning objectives, modalities and expectations;
- Ensure learning and performance objectives are tailored to the audience (16 to 20 years old) and that the training materials meet performance objectives;
- Scopes projects and estimates time required accurately; consistently meets deadlines and communicates promptly when obstacles arise;

- Identify optimizations for ongoing content development processes, systems and tools, and documentation to ensure high quality content is delivered in the most effective and efficient manner possible;
- Analyze data to identify trends in current technologies to guide future improvement efforts and research topics independently using all available resources in order to stay on top of emerging trends in web development and learning design;
- Use design thinking principles to provide ideation leadership, facilitation, and consultation on educational projects. Imbed the design thinking process within the Learning Engineering and Design team to enable breakthrough ideas; innovation and high-quality learning design that meet learner, data and business requirements.

### **Qualifications:**

#### **In order to be successful in this role, we need someone who has:**

- Bachelor's degree in Computer Science, Engineering, a related discipline, or equivalent experience;
- Domain expertise (strong technical background) in one or more of the following: Web Development, Application Development, Cloud Infrastructure.
- 2+ years of experience in training or curriculum management.
- 2+ years designing technical courseware with an emphasis on hands-on and “real world” learning;
- 2+ years working in a fast-paced technical environment. Prior International Organizations or NGO experience is preferred;
- Experience designing engaging, interactive, and accessible content (online asynchronous, autonomous learning materials, and lesson plans) to meet learning objectives;
- Excellent written and verbal communication skills for the purpose of knowledge transfer and effectively explaining technical topics;
- Detailed understanding of all aspects of managing a curriculum development team program including instructional design, methodology, and creation, as well as skills assessments and operations.
- Multitasking and leadership skills with the ability to coordinate and prioritize efficiently;
- Prior instructor-led teaching or self-paced recording experience is a plus

All interested candidates should send their CV and a letter of motivation at this email: [apliko@ngo-pen.com](mailto:apliko@ngo-pen.com) the latest by 20.05.2021. When sending the application please add the subject line: “*Application for Consultant for IT School Curriculum Development*”.

*Applications are encouraged from all qualified candidates, irrespective of their ethnicity, age, religion, disability, sexual orientation, and gender identity. Only applicants who meet the qualification criteria and are shortlisted will be notified for an interview.*