

**SolidarityNow** consists of a network of people and organizations whose goal is to assist and support those most affected by the economic and humanitarian crises in Greece. Through the provision of services to both the local Greek and migrant populations, we seek to restore the vision of a strong Europe based on solidarity and open values.Since 2013, **SolidarityNow** has supported at total of 73 different programs. Of these, 14.4 million euros have been allocated to 48 programs that provide support to the public in Greece, along with an additional 10 million euros allocated to 25 programs that specifically address the migrant and refugee crises. To implement these programs, **SolidarityNow** works with over 70 organizations, including civil society groups and public bodies.

**Location:** Malakasa

**Job title:** Educational Officer (English)

**Starting Date**: ASAP

**Status:** Full Time

**Child Safeguarding Policy**

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| **Level 3** | The job holder will have regular contact with children  |

**Generic responsibilities**

1. Provide after-school **English language classes** according to refugee and migrant population needs
2. Expand and build on the existing educational curriculum, targeting and addressing the needs of different age groups of teenagers and children
3. Provide homework support to children attending formal education
4. Oversee distribution of teaching and learning material according to the population’s needs
5. Update and maintain effective workplans
6. Ensure on-going monitoring, tracking and reporting of classes
7. Develop and maintain effective filing systems, both electronic and hardcopy
8. Support educational, recreational and other psychosocial activities
9. Contribute to the identification of vulnerabilities and facilitate referrals to available support
10. Engage with parents, schools and communities in order to improve attendance and respond to students’ needs

**Qualifications**

**Essential**

* Degree – Bachelor degree in English Language and Literature or Education (any subject)
* Excellent English and preferably Greek
* Masters or Bachelor degree in Intercultural Education will be an advantage
* At least 1 year of professional experience in educational programs for refugees or rural/vulnerable communities
* Strong analytical and administrative skills in managing educational programs and mainly primary education projects
* Excellent Computer skills

**Desired**

* Proven knowledge of training, curriculum development, implementation and educational administration
* Experience in training of trainers/facilitators skills
* Experience of report writing
* Knowledge of Arabic or Farsi will be an advantage

If you are interested in applying, please fill send your CV and motivation letter to recruitment@solidaritynow.org by **Wednesday, July 25, 2018**, mentioning in the email subject **“SN Educational Officer (English)\_Malakasa”**

SN is an equal opportunity employer. Persons with disabilities and from vulnerable and disadvantaged groups are strongly encouraged to apply.

Recruitment processes reflect SN’s commitment to keeping children safe from harm and abuse. Employment is subject to SN Child protection standards, including background checks and adherence to SN Child Safeguarding Policy.

**Due to the urgency of recruitment, SN reserves the right to complete the process even before the deadline for CV submissions.**