

UNESCO Sponsored Traineeship Programme

Terms of Reference

GENERAL INFORMATION

Duration: 12 Months

Location: Addis Ababa, Ethiopia

Organizational Unit: IICBA, Teacher Education

Supervisor (name, title): Omar Diop, Senior Programme Specialist in charge of extra budgetary activities in teacher support

DESCRIPTION OF THE TRAINEESHIP

Established in 1999, the UNESCO International Institute for Capacity Building in Africa (IICBA) is one of six UNESCO institutes under the administrative direction of the UNESCO Secretariat. As the only UNESCO institute in Africa, it is mandated to strengthen the capacities of teacher education institutions of its member States.

This is carried out through a range of initiatives, including introducing information and communication technology for education; establishing networks of partner institutions to foster the sharing of experiences; undertaking research and development on teacher education in Africa; utilizing distance education for research and development on teacher education institutions; linking educational development to economic development; and promoting international cooperation for the development of education.

Within the framework of the Sustainable Development Goals (SDG), particularly Goal 4 on inclusive and equitable quality education (Target 4c on increasing the supply of qualified teachers through international cooperation for teacher training in developing countries), UNESCO IICBA strengthen throughout its activities national, sub-regional and regional capacities in policy support, teacher education content and coordination mechanisms.

The traineeship will mainly be associated with the extrabudgetary support to IICBA's core programme. However, the trainee will have the possibility of being involved in a range of the institute's activities.

Under the overall guidance of the Director of IICBA, the incumbent will work closely with the programme specialist and assist the relevant teams in programme implementation through the following tasks:

1. To provide technical support in digital library for teacher policy, teacher education and teacher support,
2. To support ICT/desktop publisher for IICBA brochures and other publication materials,
3. To support updating IICBA website and social media,
4. To support maintaining social networks for IICBA in the subject of teacher policy, teacher education and teaching profession,

5. To support on the conduction of the study on teacher support and motivation framework for Africa,
6. To support on-going update of the list of Teacher Education Institutions in Africa, and
7. To perform any other assigned duties that are proven beneficial for both IICBA and the learning experiences of the intern.

REQUIRED QUALIFICATIONS

Education:

- Advanced university degree (Masters or above) or equivalent in the areas of education development, teacher education, teacher professional development, social development, etc.
- Experience and/or strong interest in education, teacher education and development in the context of international development and SDG4.

Language skills:

- Excellent written and spoken English.
- Knowledge of French would be an advantage.

Competencies and skills:

- Strong research and analytical writing skills.
- Knowledge of international cooperation in Education and the African context.
- Proficiency in Microsoft Office. Familiarity with website designing and content management systems would be an advantage.

LEARNING OBJECTIVES

- Through the process of the trainee's contribution to the work of IICBA, the trainee will become familiar with the reality of teacher education and teaching profession in Africa. Challenges and opportunities in teaching profession will enable him/her understand the issues in education in Africa both at macro and micro levels.
- The trainee's understanding of education development will be enhanced around the SDG4-Education 2030 and in the critical role of teachers in it.
- The trainee will be immersed in working environment of English and French. Communication in both oral and written forms will be strengthened.
- Furthermore, through the daily work in IICBA office, the trainee will become familiar with professionalism in UN settings as well as UNESCO's mandate in education.

ADDITIONAL INFORMATION

The assignment will entail programme and project designing, administration and management support. The trainee will be expected to learn and acquire basic knowledge and skills in handling UNESCO's and the Institute's internal administration through on-the-job training and other tailored training opportunities.