

Job Title: Education Officer

Location: Karachi, Pakistan (Only candidates who are eligible to work legally without work visa sponsorship in Pakistan will be considered.)

Contract Type: Full-time (40 hours per week), 1-year fixed term contract

Target Hiring Salary: 198,549/- PKR per month (before taxes)

Target Start Date: As soon as possible

Application Closing Date: November 12, 2023 23:59 PKT

About Right To Play:

For more than 25 years, Right To Play has been protecting, educating, and empowering millions of children each year to rise above adversity through the power of play.

We offer programs in 14 countries across Africa, Asia, the Middle East and North America, reaching millions of children each year in some of the most difficult places on earth, helping them to stay in school and learn, overcome prejudice, heal from trauma, and develop the skills they need to thrive. We do this by harnessing play, one of the most fundamental forces in a child's life, to teach children the critical skills they need to dismantle barriers and embrace opportunities, in learning and in life.

This work is supported by our two global offices in Toronto, Canada and London, UK; and seven National Offices in North America and Europe.

Benefits:

- Connect and collaborate with a global team who are passionate about protecting, educating and empowering children and youth using the power of play!
- Culture premised on our [Culture Code](#) (accept everyone, make things happen, display courage, demonstrate care, and be playful)
- Paid leaves (20 paid vacation days per year, 3 personal days per year)
- Competitive benefits such as health and life insurance, Employee Old Age Benefit Incentive
- Learning opportunities and 5 learning and development (L&D) days per year
- Flexible work policy
- Maternity/paternity/parental leave top up and support

Application Method:

Apply with your resume and cover letter in English via the application link:

<https://righttoplay.hiringplatform.ca/223050-education-officer/999658-application-form/en>

As part of our selection process, final candidates will be required to complete security checks and Vulnerable Sector Check or equivalent criminal record check as a condition of the offer. More details about our recruitment process is available [here](#). Safeguarding information is available [here](#).

Right To Play provides equal employment opportunities to employees regardless of their gender, race, religion, age, disability, sexual orientation or marital status. We strongly encourage groups who have been historically disadvantaged with respect to employment to apply for positions at Right To Play.

We value and promote a culture of diversity, equity, inclusion, and belonging. We are committed to providing accommodations to candidates with disabilities during the recruitment and selection process, and thereafter. Please reach out to the People & Culture team by email at careers@righttoplay.com. **All information provided will be treated as confidential and used only to provide an accessible candidate experience.**

Job Description:

Job Title: Education Officer	Grade: 6
Reports to: Education Specialist	Location: Karachi
Direct Reports: None	Department: Program Development

Purpose:

The Education Officer under the supervision of the Education Specialist will support the quality assurance of education projects in both formal and non-formal settings, with a strong focus on enhancing the overall quality of interventions. A key responsibility of this role will be supporting the co-development and/or adaptation of high-quality teaching and learning materials, including Teachers' Guides, training modules, and classroom resources, as well as the design and facilitation of training workshops on literacy, play-based learning, and inclusion in coordination with the relevant local stakeholders and RTP's PQ team. The Education Officer will also ensure close follow-up with teacher Communities of Practice, supported by regular visits to schools, teachers, and education department officials.

Another critical function will be preparing support materials for the Physical Education Curriculum and leading their piloting in schools. This work will be carried out in close coordination with the Sindh Education and Literacy Department and its allied institutions, including PITE, DCAR, STEDA, the Curriculum Council, and other government stakeholders.

Accountability & Responsibilities:

- Develop and lead comprehensive training sessions as well as ongoing professional development and coaching for teachers, coaches, government officials, and staff on play-based learning methodologies and core RTP principles including child protection, gender equality, inclusion, and human rights.

- Build and maintain strong relationships with key stakeholders, including government entities and partner organizations, to promote alignment and integration of training objectives with national and local priorities and initiatives.
- Lead and support the identification of community needs alongside field staff, ensuring program activities are contextually relevant and aligned with project goals and proposals.
- Supports the Education Specialist on improving program delivery by documenting lessons learned and best practices in the field, especially in terms of play-based learning and integrating play-based methodology into the teaching practices;
- Collaborates with the Monitoring, Evaluation and Learning Officer (MELS/O) on the roll out of appropriate systems, tools and procedures for the monitoring and evaluation of the program;
- Support development of Physical Education Curriculum and Teachers' Guides and relevant material in close coordination with Education Specialist, Program Manager and Sindh Education and Literacy Department.
- Undertakes routine visits to project sites to ensure fidelity of implementation, gather field insights and beneficiary feedback, document lessons learnt and best practices, and share these with the Education Specialist.
- Acts as a child protection/safeguarding focal point for education and/or school-based projects where no other child protection focal point or specialist is operating, liaising with the country level P&C Safeguarding Focal as required, and ensuring that child protection referral mechanisms are in place at schools and that staff are appropriately skilled/children understand what should be reported, how and to whom.
- Supports behaviour change and other awareness raising campaigns about education and play.

Scope (geographical and/or functional), Impact and Autonomy:

- Geographical Scope: Country-wide, covering multiple project locations, including remote field areas.
- Functional Scope: Focus on training, capacity building, and organizational training methodology.
- Autonomy: Operates independently under general supervision, with discretion in training content customization, planning, and resource allocation.
- Impact: Direct influence on the quality of content delivery and staff development. Indirect impact on program success through skill transfer and improved training effectiveness.
- Authority: Recommends external training providers, develops training reports, and advises field teams on program delivery. No direct financial control but responsible for safeguarding training assets and resources.

Leadership and Staff management:

- This role does not have direct reports, however, provides technical oversight and mentorship to Project Officers, Coaches, Field Staff and event support staff.
- Facilitates development of training plans and supports implementation by local teams.

Information requirement for decision-making:

Most information is readily available through training needs assessments, project activity plans, training methodology, stakeholder feedback, M&E reports, and contextual knowledge through existing training outlines and resources.

Innovation and Improvements:

The candidate is expected to improve and contextualize the training methods, co-develop new training materials based on local needs and program feedback. They are also expected to introduce adaptive learning strategies and culturally relevant training tools in coordination with different departments.

Relationships & Communications: Internal / External:

- **Internal Relationships:**
 - Education Specialist – reports directly for guidance and oversight.
 - Program and MEL Teams – collaborates to design, implement, and evaluate training.
 - Project Officers, Coordinators & Coaches – supports and mentors in implementing training activities.
- **External Relationships:**
 - Government Officials and Local Partners – trains, consults, and integrates feedback.
 - Training Providers – evaluates and recommends appropriate service delivery.
 - Community Stakeholders – maintains positive relations for localized training implementation.
- **Communication Style:** Frequent verbal and written communication, facilitation, presentations, and formal reporting.

Expertise (Certifications / Education, Professional Experience/Language):

Bachelors Degree required and master's degree preferred in education or related discipline. Preferred any certification in training/facilitation, child protection or educational leadership and should have a minimum of 5 years' experience in developing and delivering participatory training sessions in educational or development contexts.

Proficiency in MS Office (Word, PowerPoint, Excel), understanding of M&E tools, familiarity with Sport for Development, and child rights frameworks are preferred.

Fluency in written and verbal Urdu and fluency in local language (Sindhi, Pashto) preferred.

Core Competences:

Works effectively with diverse stakeholders and cross-functional teams, remains composed and solutions-focused in dynamic environments, meets deadlines while communicating clearly and maintaining confidentiality, and demonstrates eagerness to learn, adapt, and improve through feedback; is also able to lead sessions and events, manage logistics, and navigate sensitive relationships with cultural competence.