



El Salvador Christian Transformation Officer
Location: El Salvador

Position Description

Organization Summary:

Edify's mission is to improve and expand sustainable Christ-centered education globally. Edify is a non-profit organization registered in the U.S. since 2009 and now has operations in 12 countries: Burkina Faso, Dominican Republic, El Salvador, Ethiopia, Ghana, Guatemala, Liberia, Panama, Peru, Rwanda, Sierra Leone, and Uganda. Edify is focused on 3 key resources:

- Training of school leaders and teachers to develop Christ-like character in students, and training school leaders to manage and grow their schools effectively.
- Loan Capital to expand and improve school facilities.
- Education Technology to enhance learning outcomes and employability.

Learn more at www.edify.org

Position Summary:

The Edify Christian Transformation and Training Officer (CTTO) is a full-time position in El Salvador. The CTTO is responsible for providing strategic direction, guidance, and coordination of Edify's efforts to effectively integrate an intentional witness for Jesus Christ in its educational programs and other El Salvador. The CTTO will support, advise, coach, and provide training and technical assistance to field partners to maximize their effectiveness in Christian Transformation and Training.

Position Start Date: August 2023

Location: El Salvador (only)

Reports To: El Salvador Country Director

Work Environment:

This position will be a full-time position based in El Salvador City. There will also be a collaboration with Edify's global team in the other countries where Edify operates. The atmosphere of Edify is one where you can expect to perform widely varied tasks related to Christian training and transformation in education. Edify believes in the importance of using local resources to avoid duplication and build local capacity. Most of its program activities are, therefore, implemented in partnership with local microfinance and training organizations.

Job Summary:

In collaboration with the Edify Christian Transformation and Training team, the El Salvador Christian Transformation and Training Officer will be responsible for designing, implementing, and assessing Edify's programs for Christian training and transformation in El Salvador. S/he will act as a coach and mentor for Edify partner school leaders. Additionally, the CTTO will support training activities on general education subjects, and any other tasks as required.

Travel Expectations:

The position requires significant travel throughout El Salvador and requires at least 30 school visits a month. The position includes both local and regional travels. Additionally, Edify holds an annual all-staff meeting, alternating in a US-based or international location each year. All Edify Staff are required to attend this meeting.

Duties/Responsibilities:

Relationship Management

- Develop and manage relationships with Edify partner schools.
- Develop and manage relationships with Edify's current Christian training partners in El Salvador and local Christian school networks.
- Collaborate regularly with other Edify program staff and stakeholders for the effective coordination of all planned training activities.
- Proactively develop other relationships with Christ-centered schools, organizations and other strategic partners that would facilitate growth in the program.
- Develop and maintain good relationships with departmental, regional and global teams.
- Facilitate the formation of school transformation committees (STCs) and discipleship clubs (DCs) among partner schools.
- Facilitate the formation of Christian Schools networks.
- Attend national, regional and global prayer events.

Training Activities

- Visit partner schools regularly in consultation with school owners, head teachers and school administrators to improve educational outcomes based on Edify's outcomes Map.
- Facilitate training on leadership and teaching skills so as to promote professional and character development. Manage and supervise all training conducted by other service providers.
- Develop, monitor and assess implementation of training in the schools through consultations with school owners, head teachers, school administration and teachers.
- Offer a technical functional role (Discipleship, Education, Education Technology, or Sustainability) in his/her area of operation.
- Ensure all partner schools are clustered in Parish Fellowships and Professional Learning Communities with leadership in place.

Strategy, Planning and Implementation

- Support the Country Director and Vice President of Transformation in implementing strategic plans in general and Christ-centered education in particular.
- Participate in establishing and supervising Edify's spiritual integration strategy, setting short-term objectives and assessing progress.
- Provide effective oversight of day-to-day operations of Christian transformation and education training programs.
- Communicate Edify's spiritual integration and training strategy to staff, other departments, partner schools, and other stakeholders.
- Ensure the Outcome Map is understood by partner schools and program goals are attained as intended. Ensure effective program coordination (planning, organizing, leading and assessment) and reporting is done on a regular basis.
- Ensure effective database management (ensure data entry, data management and report use).
- Ensure that at least 10% of the client Schools are well prepared to be able to graduate to the Core program after a period 1-3 years.
- Study and identify School's needs (Training, Financial and Technology, etc.) as well as potential.

Reporting

- Provide monthly reports to Edify and other stakeholders including executive summary supported by key metrics for training programs, Christian transformation impact, curriculum development and program initiatives.
- Collaborate with Edify-US senior development department, global services, field staff, partner schools, leading and training in El Salvador to collect stories of the impact relating to Christian transformation and other notable educational improvements as a result of the programs in Latin America.
- Submit weekly updates, monthly and quarterly reports on both Core & Client Schools.

Required Skills/Abilities:

- Personal confession of faith in Jesus Christ and commitment to Edify's mission
- A living example of servant leadership, humble and willing to learn
- Passionate about Edify's mission and alleviating global poverty
- A high degree of integrity
- Excellent time management skills and ability to take self-directed initiative to achieve agreed upon goals
- Ability, willingness, and flexibility to learn
- Highly proficient in collaborating with diverse stakeholders and teams
- Must be capable of designing and delivering effective presentations
- Strong leadership development skills
- Excellent communication skills, both written and verbally
- Proficiency in Microsoft Office Suite including Exce
- Fluency in English and Spanish

Education and Experience:

- Minimum of a bachelor's degree in education, accounting and finance, or a related field. A master's degree is an added advantage.
- 5+ years' work experience in international development, community development, and youth development.
- Experience in the education sector as administrator, educator, or consultant preferred.
- Experience in Christian ministry leadership is highly desirable.
- Experience in designing programs and budgets.

Additional Information:

Applications will be accepted for this position through June 23, 2023

[Please Click Here to apply for this position](#)