



## **Christian Transformation Officer Sierra Leone**

### **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 14 countries: Bolivia, Burkina Faso, Dominican Republic, Ecuador, 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](http://www.edify.org)

Position Start Date: 1 October

Location: Makeni City in the Northern Region

Reports To: SL Country Director

### **Work Environment:**

This position will be a full-time position, based in: [Makeni City] reporting the Country Director, Sierra Leone. The atmosphere of Edify is one where you can expect to perform widely varied tasks with various functional groups. 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. There will also be collaboration with Edify's global team in the other countries where Edify operates.

### **Job Summary:**

The Edify Christian Transformation and Training Officer (CTTO) is a full-time position in Sierra Leone. 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 school interventions in Sierra Leone. The CTTO will support, advise, coach, and provide training and technical assistance to field partners to assist them in maximizing their effectiveness in Christian transformation and training. The Christian Transformation and Training Officer will be responsible for designing, implementing, following up, and assessing Edify's programs in their area of operation S/he will act as a coach and mentor for leaders of Edify partner schools and will work closely with other members of the Edify team along with any other related tasks as required.

### **Travel Expectations:**

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 relationship with Edify Partner schools, Proprietors, Teachers and Students
- Develop and manage relationships with Edify's current Christian training and lending partners in Sierra Leone and local Christian school networks
- Collaborate regularly with other Edify programs and stakeholders for the effective coordination of all planned training activities. (other Christian schools, MoE, Christian Networks and Fellowships)
- Proactively develop other relationships with organizations and other strategic partners that would foster growth in the program.

### **Training Activities**

- Designed and plan training with partner schools in collaboration with the Christian Transformation lead.
- Organize Training events with Christian Transformation Lead for implementation.
- Visit partner schools regularly in consultation with lead teachers and school administrators to improve educational outcomes, for coaching and the formation of School Transformation Committees and Discipleship Clubs.
- Conduct school leader trainings regarding general education subjects as well as Christian character development
- Manage and supervise all trainings conducted by other service providers
- Develop, monitor and measure implementation of training in the schools through direct school follow-up visits with head teachers and school administration
- Ensure all partners schools are connected with partner led, small professional learning communities

### **Strategy, Planning and Implementation**

- Support the Christian Transformation Lead, Country Director and Vice President of Transformation in implementing strategic plan
- Establish and supervise Edify's spiritual integration strategy, setting short-term objectives and assessing progress.
- Direct hands-on oversight of day-to-day operations of Christian transformation and education training programs.
- Communicate Edify's spiritual integration and training strategy to donors, management, staff, field partners, and other stakeholders.
- Develops and monitors (Annual, Quarterly, Monthly and weekly) program plans for the area of operation
- Support partner schools in achieving strong program performance on Edify's Outcomes Map within Edify's integrated Program Model (IPM)
- Ensure effective program coordination (Planning, organizing, and assessment)

### **Reporting**

- Provide regularly 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 management, lending partners, field staff in Africa, school loan clients and other partners in Africa to collect stories of the impact relating to Christian transformation and other notable educational improvements as a result of the programs in Africa.
- Report and manage all other requested data in Salesforce database and/or any other requested format. This includes program weekly updates, monthly, and quarterly reports.

- **Required Skills/Abilities:**

- Personal confession of faith in Jesus Christ and commitment to Edify's mission
- Living example of servant leadership, humble and willing to learn
- Passionate about Edify's mission and alleviating global poverty.
- 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
- Fluency in English
- Highly proficient in report writing and project proposals

### **Education and Experience:**

- Minimum of a bachelor's degree in education or a related field.
- 3+ years' work experience in Youth Training, international development, community development, or related field preferred
- Experience in the education sector as administrator, consultant, or educator preferred
- Experience in pastoral or other Christian ministry leadership is highly desirable.

### **Additional Information:**

Applications will be accepted for this position through Sept 30.

[Please click here to apply for this position](#)