VACANT POSITION – ESL ADVISOR, KIRIBATI

KIRIBATI TECHNICAL & VOCATIONAL EDUCATION & TRAINING SECTOR STRENGTHENING PROGRAM

English as a Second Language Advisor for Kiribati Institute of Technology (KIT)

Background

The Republic of Kiribati is a safe, peaceful and politically stable nation with a strongly egalitarian culture. It is a country facing major demographic, economic, social and environmental challenges and an uncertain future. Kiribati has limited revenue base, high government expenditure, labour surplus, few economic growth prospects, weak private sector, low productivity, and very young population. These challenges and an expanding pool of unemployed young people, changing social structures, and escalating climate change costs, all shape the approach that the GoK has adopted for developing its human resources, including significant changes within the Technical Vocational Education and Training (TVET) sector.

Under the Kiribati-Australia Partnership for Development, AusAID commissioned a study in the second half of 2009 to design a long-term assistance program for the Kiribati TVET sector. The TVETSSP is the result, and it is being implemented by the Ministry Labour & HRD (MLHRD). Austraining International is the AusAID-funded Managing Contractor. Interim TVETSSP activities commenced at the KIT in the second half of 2010, and the full program started in January 2011.

TVETSSP consists of two components.

- Component 1 focuses on strengthening the MLHRD capacity to provide policy, planning, coordination and oversight to the TVET sector, consistent with its mandated functions and budget.

- Component 2 focuses on increasing the quality, quantity, scope and equity of training at the KIT. The KIT will be assisted in delivering relevant TVET programs to an Australian Certificate II standard (or equivalent), and increasing and broadening access. This will require significant investment in professional development, management systems, administrative procedures, new facilities and equipment, and maintenance.

The KIT is the main non-specialist TVET institution in Kiribati, with responsibility for training apprentices and providing vocational training for those wishing to enter the workforce, and those in the workforce needing to upgrade their skills and knowledge. The Institute is currently structured with the Schools of Communication, Administration, and Applied Technology, and provides full-time training courses, and subsidised fee-for-service short-courses.

English is core to the TVETSSP reforms and teaching programs ……

International specialists have been appointed since July 2009 until the present, these have included a Principal, an Operations Manager, and English as a Second Language (ESL) Manager, to lead the institution and strengthen local managers’ capacities so that they may assume these roles and others in the future.

A full time ESL Advisor is now required to follow up the work of the previous ESL Manager and will continue with mentoring and capacity building within the KIT English Department

The Position

The ESL Advisor will be responsible to the Principal of KIT working collegially within the KIT English Department to continue with the development and implementation of strategies and courses that will achieve the TVETSSP objectives and targets related to increasing KIT student and staff English proficiency levels. The ESL Advisor will also report to the Team Leader on wider program matters. The teaching and learning of English at KIT is competency based and all practices must be NVR (AQTF) compliant. The role of the ESL advisor is to ensure compliance by mentoring the Senior Teacher to ensure the English Department is led and managed appropriately.
Employer
Austraining International as part of its contractual obligation to AusAID to manage the Australian inputs to the TVETSSP.

Terms of Reference
The English Department is managed by the English Department Senior Teacher and relevant Head of School, and the key responsibility of the ESL Advisor is to support, guide and mentor these personnel in:

- Undertaking administrative tasks such as timetabling and course planning for each term;
- Monitoring evidence collection techniques, and moderating and validating assessments as required;
- Maintaining the CSWE resources and resource libraries;
- Developing new CSWE resources as needed for short courses or new cohorts;
- Observing and evaluating English Department staff teaching practice;
- Modelling best practice through teaching higher level CSWE courses;
- Facilitating the review and improvement of the English Language Development Plan and LLN Policy (including Individualised Training Needs Analyses and Learning Plans), through the LLN Workgroup;
- Providing input into the TVETSSP Reports as required;

Initiatives requiring Technical Assistance and Guidance:

- ISLPR testing and testing centre creation including training of testers;
- Professional development for all KIT trainers in CLIL (Content Language Integrated Learning) best practice methodology;

Selection Criteria

Qualifications: Essential

- Native English speaker, or with an ISLPR of 4+ or higher (or equivalent)
- Internationally accredited qualifications in Teaching English to Speakers of Other Languages (TESOL)
- Masters degree, DELTA or higher, in a relevant discipline

Essential Skills/Experience required:

The ESL Advisor must have international experience in the following areas.

- Planning, developing and delivering standards-based English programs in post-secondary settings.
- English language proficiency assessment, including the ISLPR/ IELTS testing system (or equivalent).
- Integrating ESL with industry/disciplinary content (CLIL) in a secondary or tertiary educational setting.
- TESOL and/or CLIL training and certification of teachers

Desirable Experience

- Experience in the delivery of English in vocational settings or teaching English for Specific Purposes/ Content Based Language Instruction will be an advantage.
- Experience in the Pacific will be well-regarded.

Location
KIT Betio, Tarawa, Republic of Kiribati

Duration
The initial assignment will be from 15/04/12 to 30/06/12 with a strong possibility of extension for another 18 months beyond June 2012, subject to donor approval of the TVETSSP Phase II design.
Reports to
The ESL Advisor will be contracted by the Program Managing Contractor (Austraining International) and will be responsible to the Principal of the Kiribati Institute of Technology.

Location
Kiribati Institute of Technology, Betio, Tarawa, Kiribati.

Remuneration and Benefits
- The remuneration package (covering salary, allowances and other costs) will be determined on the basis of prior experience and skills, and the position level determined by the new AusAID Adviser Remuneration Framework.
- In addition to the remuneration package, the successful applicant will be provided with airfares at the commencement and completion of the assignment, plus basic health insurance, and emergency evacuation cover.
- Official work hours are as required - generally a 5-day week, with some travel and out of hours meetings.
- Sick leave of 10 days per annum.
- Annual leave of four weeks per annum.
- Kiribati public holidays are observed.

Additional Information
- Confirmation of the appointment is subject to:
  - Formal approval from AusAID and MLHRD;
  - Procurement of visa and work permit;
  - Satisfactory medical examination; and criminal record check by the Australian Federal Police.

Applications
Applications should be sent by Email or post to the TVETSSP Program Coordinator at Austraining International
Receiving of applications will close by March 15th, 2012.

Applications shall comprise a cover letter a current curriculum vitae and a document addressing the selection criteria provided above. The current curriculum vitae should include the names and contact details of one personal and two professional referees, and copies of formal qualifications should be attached. Referees will not be contacted without prior consent.

Post applications should be addressed to:

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