



Title: Leadership Development Officer

Ref No: TFU/2021-004

Positions: 1

Reporting to: Head of Training and Support

Contract duration: 2 years (renewable)

Duty station: Mayuge

About Teach For Uganda

At Teach For Uganda (TFU), we believe that every child in Uganda regardless of their socio-economic background deserves an opportunity of an excellent education. Our mission is to build a movement of diverse and capable leaders who will work to end education inequity in our country. We recruit, train and place top university graduates and young professionals in high need primary schools across Uganda to serve as full-time teachers committed to transforming the education outcomes of less-privileged children through significantly improving their achievements and aspirations in a 2-year teaching fellowship.

As a young, non-profit organization working towards achieving an ambitious goal in a challenging environment, we are looking for an exceptional individual who embodies our core values, is self-driven, honest, a strategic thinker, detail oriented and has a knack for numbers to add to our dynamic staff and help fulfill our mission.

Position overview

The leadership Development team is responsible for the training and support of Teach For Uganda Fellows both before and during their fellowship in order to ensure Fellows' growth and impact as leaders both in the classroom (as measured by student achievement) and beyond. Leadership Development Officers (LDOs) play a fundamental role in TFU's work, as they are directly in charge of delivering pedagogical and leadership support to Fellows. They serve as coaches for a group of 25 Fellows, regularly monitoring both their teaching practice and leadership growth through observation and coaching cycles, weekly check-ins, and reflections. At the first and primary point of contact between Fellows and the organization, they are also responsible for cultivating strong and productive relationships and a positive team culture. Leadership Development Officers also work with school leaders, teachers, parents, district leaders and development partners within their area of operation to build effective community partnerships.

Key Measures of Success

- **Retention.** Maintaining optimal retention rate of Fellows
- **Student Academic achievement.** Students of Fellows make pivotal academic gains, maintain rating of compliant or higher according to culture of achievement rubric
- **Fellow leadership growth:** Build Fellows' leadership in and outside classroom, evident by successful placement of Fellows in high impact positions post fellowship

Performance Objectives

Vision, goals and strategy setting (10%)



- Support Fellows in setting long-term goals and benchmarks for their own leadership development in addition to that of their students and check progress.
- Collaborate with Head of Training and Support to reflect on progress towards goals, continuous professional development and effectiveness as a team.

Program design (35%)

- Plan, design, write and facilitate sessions in various content areas at pre-service, in-service and leadership development training programs for Fellows, with guidance and support from the Head of Training and Support.
- Plan, project manage and coordinate logistics to ensure training sessions are achieving goals and outcomes during pre-service, in-service and leadership development training programs.
- Plan and organize activities with Fellows, including excursions, team building activities, and training sessions.

Fellow coaching and management (35%)

- Coach Fellows by conducting regular classroom observation; providing feedback on instructional techniques, classroom management, and curriculum; modeling effective teaching; sharing best practices and resources; and conducting weekly check-ins and reflections.
- Build team culture of Fellows and mentor Fellows to help them transition into alumni who are lifelong advocates for educational equity.
- Support Fellows in setting long-term goals and benchmarks for their own leadership development in addition to that of their students and check progress.
- Collaborate with Head of Training and Support to reflect on progress towards goals, continuous professional development and effectiveness as a team.
- Collaborate with other Leadership Development Officers to problem solve challenges and share best practices and solutions.
- Seek out and create opportunities for professional exposure, development and mentorship during the Fellowship to prepare Fellows for success as alumni.
- Manage a team of fellows to help them adapt to a rural setting and build their capacity to dramatically impact student achievement levels in the classroom.

Stakeholder management (20%)

- Engage and maintain strong relationships with head teachers, school management committees, teachers, students, parents, community leaders and education leaders.
- Work with the Head of Training and Support to design and facilitate teacher and head teacher trainings.
- Serve as point of contact between placement schools and organization.
- Manage organization's relationship with local government leaders, and other development partners.



Impact assessment and solution development (10%)

- Assess needs of each Fellow and differentiate support accordingly.
- Problem solve and develop solutions for challenging professional issues faced by Fellows.
- Help Fellows analyze student data to improve their teaching effectiveness.
- Collect and analyze data to measure Fellow's impact on student achievement and evaluate effectiveness of training and support.
- Conduct Fellow satisfaction surveys and work with the Monitoring and Evaluation lead to analyze results.

Minimum Requirements:

- Bachelor's degree in Education from a reputable university
- 3-5 years of full-time teaching experience
- Experience designing and facilitating training sessions
- Ability to set goals and use data daily to guide actions
- Deep understanding of and strong alignment to Teach For Uganda mission, vision and core values
- Strong belief that *every* child can learn and achieve high results

Preferred Competences

- Excellent people management skills
- Ability to ride a motorcycle (this will be tested) with a valid class A riding license.
- Excellent written and verbal communication skills
- Experience working in rural communities
- Exceptional attention to detail to ensure content is of the highest possible quality
- Strong pedagogical skills, including planning (lesson and long-term level), delivery, classroom management and student engagement
- Strong organizational, prioritization, collaborative and strategic planning skills
- Coaching experience beneficial
- Ability to build deep relationships with people of all working styles and backgrounds
- Desire to work in fast-paced, results-oriented culture and ability to work in rural setting.

TFU Competencies (for all TFU Staff):

- Put **Children First** at the center of everything you do.
- Possess a **Sense of Responsibility** and invest above and beyond what's expected of you
- Have the quest to **Continuously Learn**
- Exercise **Humility and Respect** for all
- Are able to exercise **Teamwork**
- Pursuit of **Excellence**