

ECE technical officer – Job Description

Job purpose:

The ECE Technical Officer provides technical support and guidance to ensure the quality, relevance and effective implementation of Early Childhood Education activities. The position supports the application of child-centred, play-based and inclusive ECE approaches, strengthens teaching and facilitation practices, and contributes to quality assurance, technical monitoring and continuous improvement of ECE programming.

Job responsibilities

- **Technical Guidance:** Provide technical guidance and support for the planning and implementation of ECE activities in line with approved programme plans, relevant technical standards and agreed quality requirements.
- **Pedagogical Quality:** Support teachers and facilitators to apply child-centred, play-based and developmentally appropriate teaching and learning approaches that promote children's participation and early learning.
- **Learning Materials:** Support the review, adaptation and appropriate use of ECE learning and teaching materials to ensure they are age-appropriate, inclusive and responsive to children's learning needs.
- **Inclusive ECE:** Promote inclusive education practices and support the integration of appropriate approaches for children with disabilities and other children facing barriers to participation and learning.
- **Technical Coaching:** Provide technical coaching, mentoring and constructive feedback to ECE teachers and facilitators based on identified needs and field observations.
- **Quality Assurance:** Conduct regular technical field visits to ECE learning activities, assess the quality of teaching and learning practices, identify gaps and provide practical recommendations for improvement.
- **Capacity Building:** Contribute technical inputs to the design and delivery of training and capacity-building activities for ECE teachers, facilitators and relevant education personnel.
- **Technical Monitoring:** Work closely with the M&E Officer to support the collection, review and use of programme information related to ECE quality, progress and results, and contribute to evidence-based programme improvement.

- **Coordination:** Work closely with the Project/Programme Manager and other relevant education team members to ensure coordinated, timely and technically sound implementation of ECE activities.
- **Protection and Safeguarding:** Ensure that child protection, safeguarding, safe learning environments, positive classroom management and other relevant cross-cutting considerations are integrated into ECE activities.
- **Documentation and Reporting:** Provide timely technical inputs for programme reports, assessments, monitoring updates and other documentation, including key achievements, challenges, lessons learned and recommendations.
- **Technical Improvement and Learning:** Identify good practices, implementation challenges and technical lessons related to ECE and contribute to their documentation and use to strengthen programme quality.

Qualification and Experience

- Bachelor's degree in Education, Child Development, Psychology, Special Education, or a related field.
- At least 2 years of relevant experience in Early Childhood Education or education programme implementation.
- Demonstrated experience in child-centered, play-based and inclusive learning approaches.
- Experience in providing technical support, coaching or training to teachers and/or facilitators.
- Experience in quality monitoring and technical follow-up of education activities.
- Experience working with vulnerable children and/or in humanitarian or development contexts is an advantage.

Skills

- Strong knowledge of ECE principles, child development and play-based learning.
- Good skills in teacher coaching, mentoring and capacity building.
- Ability to assess and improve the quality of teaching and learning practices.
- Good understanding of inclusive education and child safeguarding.
- Strong communication, coordination and interpersonal skills.
- Good analytical, problem-solving and reporting skills.

- Ability to work effectively as part of a multidisciplinary team.
- Fluency in Arabic; good working knowledge of English is an advantage.

Please note:

- Please note that these vacancies are part of a roster/pool of potential candidates.
- No start date is confirmed at this stage, and any engagement will be contingent upon the successful completion of all required project procedures and approvals.

Work Location: Aleppo and Idlib

You are kindly requested to submit your resume with the title in the subject line " ECE technical officer " to the following email address: career.sy@hand.ngo Applications without the subject name will not be considered.