Education Technical Assistance Lead – Syria Education Programme III

Job Description

Education Technical Assistance Lead, Syria Education Programme III – Syria

Job Title: Education Technical Assistance Lead, Syria Education Programme III

Reports to: Team Leader, Syria Education Programme III

Terms: *Fixed Term (24 months with possibility of extension), Fully office based*

Location: *Damascus, Syria (with frequent travel* (up to 30%) *to area offices)*

Note: this role is subject to funding

Requirements: *The person will be based in Damascus with frequent travel* (up to 30%) *to area offices*

About Concern: Established in 1968, Concern Worldwide is an international, humanitarian, non-governmental organisation dedicated to the elimination of extreme poverty and the reduction of human suffering, primarily in fragile countries.

Our Vision is a world where all people live in peace and prosperity and are treated equally, with dignity and respect. Informed by the priorities of affected communities, we go where the needs are greatest, and work to save lives, protect and develop livelihoods, support recovery and build long-term resilience

To advance our mission and ensure high quality, impactful work, we are guided by our core values and a culture committed to inclusion, compassion, and humanity. Inspired by our founders and our long history of effective programming, these values reflect both who we are and how we address extreme poverty in the world's most fragile contexts.

We are dedicated to fostering a workplace where everyone feels valued and supported to succeed and contribute to our mission.

Background to Syria Education Programme III:

The UK Foreign, Commonwealth and Development Office (FCDO) is developing the Syria Education Programme III (SEP III) which aims to strengthen Syria's education system and improve access to quality, inclusive primary education nationwide. SEP III has two components. The first, which is the subject of this contract, is politically informed technical assistance (TA) to the Ministry of Education (MoE) and Education Directorates to strengthen inclusive, effective and evidence-based policy making. The second is non-formal education (NFE) for returning refugees and internally displaced persons, which is outside the scope of this contract and will be delivered by a separate provider. The TA supplier will be required to work collaboratively with the NFE component.

The TA programme is scheduled to begin on 1 July 2027 and will be implemented over a five-year period, including a six-month inception phase. The exact scope of the technical assistance work will be determined jointly with FCDO and the MoE through a demand-led, co-designed and flexible approach. There will be three delivery pillars to the technical assistance:

1) Services and analysis: types of products include political economy analysis, diagnostics, GEDSI analysis, power and stakeholder mapping, roadmaps, research to inform TA implementation and policy decisions etc
2) Foundational learning thematic TA supporting the design, adaptation, implementation, testing and/or scale-up of evidence-based approaches to improve foundational learning outcomes e.g. teacher development; coaching and supervision; safeguarding; learning data generation and use; inclusive education
3) Education systems strengthening TA sustainably improving policy, decision making and planning to strengthen the educational system e.g. through sector planning and prioritisation strategies, policy development, financial management, monitoring and accountability processes.

Programme details are indicative and will be confirmed in FCDO's Tender Notice.

Role Purpose: The Education Technical Assistance Lead will provide strategic technical leadership for SEP III, ensuring the delivery of high-quality, evidence-based technical assistance that supports the Syrian Ministry of Education and Education Directorates to strengthen education systems and improve foundational learning outcomes. The role will lead the programme's Technical Assistance (TA) Pool, ensuring that support is demand-led, politically informed, inclusive and responsive to government priorities. As a member of the Core Team, the Education Technical Assistance Lead will work closely with the team to ensure coherent, adaptive and effective programme delivery. This role is contingent on Concern being successful in its proposal to deliver SEP III, with an expected start date in July 2027.

Responsibilities:

Technical Leadership and Strategic Direction

- Lead SEP III's technical assistance approach, working with government counterparts to identify and prioritise education reform needs and translate these into practical, evidence-informed interventions.
- Provide technical leadership across programme workstreams, including services and analysis, foundational learning and education systems strengthening, ensuring coherence, quality and alignment with government priorities.
- Ensure technical assistance strengthens government systems and institutional capacity through co-design, coaching, mentoring and knowledge transfer, promoting local ownership and sustainability.
- Integrate gender equality, disability and social inclusion (GEDSI), conflict sensitivity and safeguarding considerations across technical assistance activities, drawing on additional specialist expertise from the TA Pool as required.

Technical Assistance Pool Management, Team Management and Quality Assurance

- Provide strategic oversight of the TA Pool, ensuring the timely mobilisation and effective deployment of national and international technical experts in response to identified needs.
- Establish and maintain robust technical quality assurance processes, reviewing technical workplans, deliverables and recommendations to ensure relevance, effectiveness and value for money.
- Work with finance staff to ensure technical assistance is delivered within agreed budgets, timelines and contractual requirements.
- Line manage the TA Facility Manager/Coordinator, providing direction and oversight of TA processes, including request prioritisation, development of terms of reference, expert selection, tasking and performance monitoring.
- All managers are responsible for upholding and promoting Concern’s values, demonstrating leadership on workplace equality, diversity and inclusion, and role modelling a positive safeguarding ethos.
- All managers are required to actively participate in any emergency response as and when required.

Government Engagement and Stakeholder Coordination

- Build and maintain constructive relationships with technical counterparts in the of MoE, Education Directorates and other relevant institutions, supporting collaborative problem-solving and government-led reform.
- Coordinate technical assistance with education stakeholders and development partners, ensuring complementarity with existing initiatives and avoiding duplication.
- Advise the Team Leader on emerging technical priorities, opportunities, constraints and risks affecting programme delivery.
- Promote coordination and complementarity with other education initiatives, including the separately contracted SEP III NFE component.

Evidence, Adaptive Management and Learning

- Collaborate with the MEAL Lead to integrate monitoring data, research, analysis and programme learning into technical assistance planning, delivery and adaptation.
- Promote adaptive, problem-driven approaches that respond to evolving government priorities, emerging evidence and changes in the operating context.
- Contribute to programme workplans, technical reporting, donor briefings and learning products, ensuring technical achievements, evidence and lessons learned are effectively documented and communicated.

Role Holder Requirements:

- Advanced degree (Master's or equivalent experience) in education, education policy, public administration, international development or a related discipline.
- Minimum 5-7 years' relevant experience in education programming, technical assistance or education systems strengthening, including substantial technical leadership experience on complex donor-funded programmes, with at least 3 years management/advisory experience.
- Strong expertise in education systems reform, foundational learning, education governance and institutional capacity strengthening, particularly in fragile, conflict-affected or transitional contexts.
- Demonstrated experience working with Ministries of Education, subnational education authorities and other government institutions to support policy development, reform and institutional change.
- Demonstrated experience in locally led programming, including approaches that strengthen local ownership, institutional capacity and sustainability.
- Proven ability to lead multidisciplinary technical teams and manage technical assistance facilities or expert pools, including expert mobilisation, supervision, quality assurance and delivery oversight.
- Strong expertise in GEDSI within education programming, including the ability to mainstream inclusive approaches into education systems reform and identify requirements for additional specialist support.
- Experience applying political economy analysis, adaptive management and evidence-based approaches in complex and politically sensitive operating environments.
- Experience managing complex donor-funded programmes, ideally FCDO commercial contracts, with an understanding of value for money and donor accountability requirements.
- Excellent leadership, communication, negotiation, facilitation and analytical skills, with the ability to build constructive relationships with diverse stakeholders.
- Strong knowledge of the Syrian education system and operating context highly desirable.
- Fluency in English required; Arabic language skills strongly preferred.

Competencies:

As this is a key leadership position, potential candidates are expected to demonstrate significant ability in the following areas:

Focusing on the most marginalised people	Communicating and influencing
Managing risk	Leading change
Making decisions	Driving performance
Leading by example	Removing barriers to delivery
Motivating and developing	

We encourage all eligible candidates, irrespective of gender, ethnicity or origin, disability, political beliefs, religious beliefs, sexual orientation, or socio-economic status to apply to become a part of the organisation. Concern is against all forms of discrimination and unequal power relations and is committed to promoting equality.

Syrians are highly encouraged to apply.

To apply: Please complete your details using the following link **https://forms.gle/wbSw6pYm6PTPvSkX9** by or before 26 December 2026.

Due to the urgency of this position, applications will be shortlisted on a regular basis, and we may offer posts before the closing date.

If you have any concerns about our recruitment process and need particular assistance - for example if you have a visual impairment or are neurodivergent - please let us know and we will do our best to accommodate you.

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If this role sounds right for you, please apply with your CV and cover letter. We will respond to every applicant. Please be aware we may offer positions before the closing date.

If you have any concerns about our recruitment process and need particular assistance - for example if you have a disability e.g. a hearing impairment - please let us know and we will do our best to respond to your needs.

Important information:
Concern has an organisational **Code of Conduct** supported by three Associated Policies: The **Programme Participant Protection Policy, the Child Safeguarding Policy, and the Anti-Trafficking in Persons Policy** accessible here. These have been designed to ensure the highest level of protection for everyone the organization engages through its work. The policies set out the behaviours and responsibilities that Concern staff, and all its representatives (including consultants, contractors, sub-contractors, suppliers, partners, visitors, ambassadors and Board members) are expected to uphold. They also articulate Concern's commitment to safeguarding and protecting adults and children from harm in all aspects of our work. We will therefore do everything possible to ensure that only those who are suitable to work or volunteer with adults and children are recruited by us for such roles. Consequently, working or volunteering with Concern may be subject to a range of vetting checks, including criminal background checking.
In this context, all staff and representatives of Concern have a responsibility to uphold the highest standards in their work, in accordance with Concern's core values and mission. Any candidate offered a job with Concern Worldwide will be expected to sign the Concern Staff Code of Conduct and Associated Policies as an appendix to their contract of employment. By signing the Concern Code of Conduct, candidates acknowledge that they have understood the content of both the Concern Code of Conduct and the Associated Policies and agree to conduct themselves in accordance with the provisions of these policies.

Your Personal Data:
During this job application, you will provide Concern with your personal data. Concern takes its responsibilities towards this personal data very seriously and is committed to complying with all relevant data protection legislation.
For additional information please consult our web site or contact the Human Resource Division in our Head Office.
You have certain rights under data protection legislation. For more information on how to exercise those rights please visit www.concern.net/about/privacy