



JOB DESCRIPTION:

Title : Program Developer (Socioemotional Learning Skills & Life Skills)

Reports to: Program Specialist and Coordinator

Classification: Project Contract – 2 years

Dignity is searching for a passionate individual who has the desire to make difference in the development and education of children and youth, specifically in the area of developing and implementing social and emotional skills.

Dignity believes in holistic education that meets the needs of the mind, the heart as well as the body. Thus, we are seeking an individual with competencies in program development and program implementation for Dignity’s Social Emotional Learning (SEL) program. This position serves to drive Dignity’s vision in further developing quality education for the disadvantaged and improving their life chances of success through nurturing socioemotional learning skills.

About the position

The SEL Program team will consist of two staff members (Program Specialist and Coordinator; Program Developer).

The Program Specialist and Coordinator will provide direction and coordination for the effective implementation of the school’s social and emotional learning initiative by which kids and adults develop fundamental emotional and social competencies and experiences. The Coordinator will develop, adapt, and support the secondary SEL programs within the schools and provide leadership for work to build and deepen a positive school climate and culture by training teachers and leadership teams on the core understanding of the five core competencies: Self-Awareness, Self-Management, Social Awareness, Relationships Skills, and Responsible Decision making.

The Program Developer will work together with the Program Specialist and Coordinator, Dignity’s existing Wellness and Mental Health Unit, as well as the Education departments to collate and create suitable SEL materials, and running workshops for children, teachers and the refugee/B40 community.

Both individuals will also work together with Dignity’s Research Coordinator to run baseline, midline and end-line evaluation research to demonstrate the impact of SEL on students.

Fresh graduates encouraged to apply. Knowledge of SEL an asset.

Responsibilities of Program Developer:

1. Working closely together with the Program Specialist and Coordinator, to support the implementation of the SEL program including standards, staff development, curriculum, and assessment through creation of relevant materials (ie: workshops, surveys, questionnaires, learning materials)
2. Reviewing, selecting and organizing new interactive and age-appropriate SEL materials to support the education teams.
3. Curating existing informal SEL activities and materials that are currently in use throughout the school. This may include creating manuals, slides, worksheets, activities, tool kits and workbooks.
4. Maintain resource library of all related materials run throughout the organization
5. Managing Dignity database of partners/volunteers/fellow practitioners.
6. Continuous working knowledge of the research on social and emotional learning.
7. Performs other duties as assigned by appropriate administrator.

Education Requirements:

1. Bachelor's Degree required
2. Teaching certifications and experience in teaching or leadership preferred but not necessary
3. Has some experience in program development, curriculum writing and research skills
4. Possesses strong interpersonal skills and the ability to create productive and healthy relationships.
5. Ability to collaborate and work with teams
6. Ability to work independently

Technical Competency Requirements:

1. Computer competency, including proficiency in Microsoft Word, Excel and Powerpoint.

Physical Requirements / Work Environment

1. Work is normally performed in a typical school/office environment
2. Travel will be required when participating in youth workshops or camps outstation
3. Occasional night and weekend work schedules during workshops

To apply, kindly send your resume and CV to christina@dignityforchildren.org