

# Director of + Program/Head of Training & Support



## + The Organization: Teach For Kosova

[Teach For Kosova](#) is an independent non-profit organization with a mission to address educational inequity & improve the quality of education in Kosova by enlisting our nation's future leaders to teach in high-need schools. We believe in the value of giving back, inspiring others, and using our knowledge to make a real impact to better the lives of the future generations. At Teach For Kosova, we want to create an equitable education system by placing great teachers who are committed to improving educational attainment, raising aspirations and expanding educational opportunity for all children in high-need schools. Over time, we would like our alumni to leverage the insights they gained in the classrooms to become lifelong leaders working in education and across all sectors to ensure excellent education for all.

Teach For Kosova is inspired by and working to implement the global Teach For All ([www.teachforall.org](http://www.teachforall.org)) approach in Kosova, which is made up of 62 social enterprises across the world seeking to end educational inequity and increase educational opportunity and access in their respective countries.

## + About the Role:

### The Team: Training & Support

The Training & Support Team leads the efforts to train and empower Fellows who are teaching in classrooms to transform the lives of thousands of students throughout Kosova. Each year, Teach For Kosova's Training & Support Team will train between 30-40 fellows, across two Cohorts of Fellows. The team designs and executes training and professional development programs for fellows during Summer Institute and throughout their two-year placement in schools. The team also builds the capacity of Teach

For Kosova staff and partners with government, university, and local schools to support and develop our fellows. Through the team's work, our Fellows will be equipped with the knowledge, skills, and mindsets to lead the students they teach to greater achievement and to develop into future leaders themselves.

### Roles and Responsibilities: Director of Program

The Director of Program is a unique position that provides an opportunity for the right individual to play an important role in developing Teach For Kosova Fellows who we hope will become Kosova's future

education leaders. Teach For Kosova is looking for a highly experienced individual who has a passion for building a young and dynamic team that will train and support our Fellows to become exceptional leaders in the classroom and beyond. The individual must be a strategic thinker, an outstanding relationship builder, and a skilled manager who can lead a team to achieve ambitious results in an

entrepreneurial environment. The Director of Program will have the opportunity to shape team and Fellow cultures, design and execute Fellow training programs, and innovate in the areas of teacher coaching/mentoring and leadership development. The Director of Program is also a member of Teach For Kosova's Senior Leadership Team and will have the opportunity to help steer the overall direction of the organization.

### **Training & Support:**

- Set transformational vision of impact for students, Fellows and Alumni - and develop corresponding definitions, goals and metrics to measure impact
- Design and form Teach For Kosova's Training & Support framework to align to vision and goals for impact
- Execute Fellow training and professional development programs to the highest quality in order to achieve transformational impact

### **Partner Engagement:**

- Engage internal and external stakeholders (staff, Fellows, students, parents, school and government leaders, organizational supporters, etc.) to foster broad alignment with and conviction in vision and goals for student, Fellow and Alumni impact
- Manage high stakes relationships to design and deliver a training program that will facilitate an alternative route to teacher certification
- Build lasting partnerships with key leaders and organizations in the education community to gain support and resources for Fellow training and development effort
- Develop and maintain relationships with the global Teach For All organization and its partner staff, to keep Kosova's strong relationship with the network

### **Team Management:**

- Manage a small but growing team of high-performing education Tutors to be successful and engaged in a student-first environment; recruit education Tutors and develop the team in response to the scale of the Fellowship program
- Build a strong team culture to ensure that the Training & Support team is a great and sustainable place for every team member to work
- Coach and develop team members on core teacher training and management skills and cultivate them as future leaders of the Training & Support team
- Formalize performance management within the team, including promotion criteria; standardize the work across the team to ensure consistency and efficiency

### **Senior Leadership Team Member (In partnership with CEO)**

- Provide leadership for the organization and represent the vision, mission, and core values of the organization both internally and externally

- Engage the entire organization in coming up with a long-term vision and strategy for the organization
- Develop and oversee organization-wide strategic and operational plans; monitor organizational performance across the board
- Work on key strategic initiatives and issues to optimize the operations of the organization as well as maximize impact

## + Minimum Requirements

- Master's degree in Education or a related field
- Intimate knowledge of Kosova's curriculum and experience with Kosova schools
- 5+ year of teaching and/or management experience
- Fluency in Albanian & English

## + Preferred Skills, Knowledge, and Abilities

- Deep knowledge of and experience in leadership development and/or adult learning theory and practice
- Excellent vision-setting, strategic thinking and project management ability
- Outstanding track record of achievements and ability to operate with urgency and sense of possibility in a fast-paced environment
- Exceptional interpersonal and communication skills and flexibility to work in a cross-cultural environment
- Ability to develop and cultivate relationships and networks to achieve results
- Proven ability to coach and develop team members toward achieving ambitious and measurable outcomes

## + Other

- **Department:** Training & Support
- **Reports to:** Executive Director
- **Job type:** Full-time
- **Location:** Prishtina, Kosova

## + How to apply?

1. **Email Your Application:** Send your resume and cover letter to [info@teachforkosova.org](mailto:info@teachforkosova.org). Please include the job title in the subject line of your email. **The deadline for email applications is November 22, 2024.**