Vacancy Announcement

**Position:** National Coordinator, National Education Coalition of Liberia-NECOL (6 months with possibility of extension)
**Reporting to:** The Chair, NECOL Facilitating Committee
**Based at:** OXFAM Liberia Country Office
**Closing date of application:** Monday, 23rd July 2018

**Overview**

The Africa Network Campaign on Education For All (ANCEFA) in partnership with OXFAM in Ghana and the Global Campaign for Education (GCE) is implementing the Civil Society Education Fund (CSEF) program in 29 countries in Africa. The program is supported by funds from the Global Partnership for Education (GPE). In Liberia, the 2018 CSEF project is hosted and managed by OXFAM in Liberia to oversee building of a credible national education coalition of civil society organizations working in education sector in the country as well as support education policy engagement activities. The national coalition will be a platform to effect positive change in the education system, monitor commitments made by their government and represent the country on the international policy and political stage.

We are looking for a resourceful and dynamic candidate who is capable to work independently, an activist at heart and results-oriented in deeds, analytical in his/her thinking and sensitive to gender and youth issues, with the ability to plan, organize and coordinate work effectively. The National Coordinator will have the following main duties and responsibilities:

- Lead and guide coalition building process of the National Education Coalition of Liberia (NECOL) by coordinating consultative meetings with CSOs working with disability, teachers, youth, women, children, parents, academia, legal, media, etc.;
- Lead the process of setting up a functional board and secretariat, drafting the constitution, legal registration and developing key policy documents embracing the vision and plan of action embraced by its members;
- Ensure general functioning and development of NECOL, capacity-development of member organisations, documentation of main lessons learned and representation of NECOL national, regional and international education policy engagement platforms;
- To mobilize civil society in Liberia to influence development and implementation of the Education Sector Plan (ESP) through participation in policy dialogue and public debates.
- Cultivate cordial relations with national and international partners to mobilize resources to support civil society engagement in education campaign and advocacy in Liberia
- Coordinate implementation of programs and projects observing strict quality standards and reporting requirements. Specifically, the position will be directly responsible for management of the Civil Society Education Fund (CSEF) project.

**Technical Skills, Experience & Knowledge:** The successful candidate will hold at least a Bachelor’s Degree in education, social science, international development studies or other relevant degree. He/she will have at least 5 years of progressive professional and practical experience working with NGOs and/or civil society alliances/networks/coordination structures particularly in the field of advocacy, campaign and policy dialogue. He/She should have expertise or knowledge on Gender or feminist approach. Furthermore, effective presentation and communications skills in spoken and written English together with excellent leadership and interpersonal skills are required. Possess outstanding project and financial management and computer skills. Proficiency in Word and Excel is a mandatory requirement.
We look forward to receiving your cover letter and Curriculum Vitae with at least three referees by e-mail to: LiberiaOGBrecruitment@oxfam.org.uk and copy Jurey@oxfam.org.uk not later than **5 pm Monday 23rd July 2018**. APPLICATIONS SUBMITTED AFTER THE DEADLINE WILL NOT BE CONSIDERED.

THE POSITION IS OPEN TO LIBERIA NATIONALS ONLY. FEMALE CANDIDATES ARE HIGHLY ENCOURAGED TO APPLY.

Oxfam is committed to safeguarding and promoting the welfare of children, young people and adults and expects all staff and volunteers to share this commitment. We will do everything possible to ensure that only those that are suitable to work within our values are recruited to work for us. This post is subject to a range of vetting checks.