

Join Our Team

Curriculum Associate / Associate Manager



Youth Impact's mission is to connect youth to proven life-saving information. Our vision is to enable over 1 million youth to thrive through delivery of multiple evidence-based programs. We are at an inflection point in our growth: we have over 240 staff, three programs in health and education, a cumulative reach of nearly 100,000 youth in 10 countries. Our culture is unique: we are always learning, have a dynamic, youthful team, a fierce commitment to measurement and evidence, and work hand-in-hand with the government. On a given day our leaders will sing and dance, negotiate MOUs, and spend dedicated time with the field team in schools.

Primary Purpose:

The Curriculum Associate / Associate Manager will be responsible for designing and updating Youth Impact's evidence-based curricula and program resources. They will utilize rigorous research, past implementation, and ongoing field learnings to lead the design, pilot, implementation, and documentation processes on three programs:

- *Zones, an HIV and healthy relationships program for junior secondary school students,*
- *Teaching at the Right Level (TaRL), a remedial education program for primary school students and*
- *ConnectEd, a remote, phone-based tutoring program providing targeted instruction in basic math.*

The Curriculum Associate / Associate Manager will serve as the link between research, innovation and practice, leading efforts to ensure all Youth Impact programs adhere to evidence and are relevant to the local context where they are being implemented (whether it be Botswana or a different country context). The post may also require management, visual/graphic design and documentation within the Curriculum & Training department.

Primary Duties & Responsibilities for Training Associates:

- Develop standardized, quality curriculum resources that adhere to evidence and are user-friendly, facilitating impact at scale.
- Compile, analyze, synthesize and report on field implementation (pulling from experience in the field, focus groups, quantitative survey results, and other research from the Research & Innovation department) for synthesis into future curriculum.
- Update existing curriculum and design new evidence-informed curriculum, including managing pilots to test efficacy of updates and supporting the design and implementation of M&E system to assess efficacy.
- Collaborate with training staff to produce agendas, materials and other tools to support training sessions and other department workflows.
- Conduct monitoring visits in schools to ensure effective implementation.
- Support training of Youth Impact facilitators and government implementers on all programs.

Additional Duties & Responsibilities for Associate Training Managers:

- **[Manager]** Document and enact overall vision for Curriculum & Training department that is geared towards scale and facilitates consistent departmental processes and practices for the future.
- **[Manager]** Serve as liaison with present or potential program design, academic, implementation and scaling partners.
- **[Manager]** Manage curriculum officer(s), support management of other C&T officers as needed.
- **[Manager]** Support success and sustainable growth of Curriculum & Training department.

Qualifications:

The individual must possess a bachelor's degree and have experience working in education environments such as teaching, lesson-planning, writing curricula and/or program design. Prior work in graphic and/or visual design is also applicable. Prior experience working with youth (e.g. private schools, after-school programs, life skills program) is considered advantageous. Strong writing skills and visual aesthetic required.

Characteristics:

- **Detail oriented** – Can process, record and react to details relating to effective implementation, and then produce written work which captures a high degree of detail.
- **Ability to create “structure out of nothing”** – Strong ability to turn an imagined outcome into a codified set of steps, actions and goals on paper.
- **Willingness to learn** – Must be able to balance having a set of strong skills and track record with openness to feedback, learning, growth and collaboration among colleagues.
- **Teamwork** – Good interpersonal skills; ability to lead teamwork sessions; demonstrated ability to develop and maintain effective working relationships in a multi-cultural environment with sensitivity and respect for diversity. Able to work well with other managers and the officers.
- **Energy, motivation and stamina** – Must be able to remain enthusiastic and produce quality work under pressure, short-notice and sub-optimal conditions (power outages, etc).
- **Self-starter** – The creative energy and drive to innovate and take deliverables a step further within a set scope; to not just meet expectations but exceed them and add a unique and relevant twist that will accelerate the organization forward rather than grow it

linearly.

- **Leadership and management skills** - Must be able to lead the team and manage the department.

Deadline: Early bird deadline of 09 August 2023

Reporting Structure: The Curriculum Associates / Managers will report to the Senior Manager for Content & Training.

Contract Period: Successful candidates will be offered a 2-3 year fixed term contract, with the possibility of further extension pending performance.

Location: Youth Impact is based in Botswana. Successful candidates can be remote or in person.

Follow the link on our website for application materials: <https://www.youth-impact.org/join-us-1>