

JOB OPPORTUNITY

Phare Ponleu Selpak (PPSA) or “The Brightness of the Arts” is a non-profit Cambodian association improving the lives of children, young adults, and their families with art schools, educational programs, and social support since 1994.

We are seeking a qualified Cambodian candidate to fill in the position of **Student Development Officer and Life Skills Trainer** to be based in Battambang province.

Position Summary:

The Student Development Officer and Life Skills Trainer will work under the direct supervision of the Social Support Manager. This position requires a good command of English and Khmer to handle material translations. The candidate must have real life experience of application of life skills and be familiar with active learning strategies to impart life skills in an engaging manner adapted to the learning styles of the students.

Main Duties and Responsibilities:

- Research and develop life skills & soft skills programs incorporating relevant activities.
- Conduct life skills and soft skills trainings using active learning principals adjusted to the students learning styles.
- Assess and report on students’ learning and performance for the life skills programs.
- Develop and provide individualized training support for struggling students.
- Assist with the supervision of in-school and out-of-school student activities.
- Assist with student recreational activities.
- Create an integrated student development plan incorporating training, student run activities, clubs etc. where theory can be practiced.
- Provide appropriate encouragement and positive reinforcement for students.
- Encourage student independence and the development of unique talents of individual students.
- Show understanding for each student family situation so that appropriate support can be provided.
- Collect student results every semester.
- Develop a professional working relationship with teachers and coordinate to integrate life skills and soft skills principals into regular class curriculum and behavioral expectations.
- Participate in Education and Career Development meetings, events, and other community meetings as required.
- Work closely, if necessary with government authorities, such as provincial, public school and ministry of education.
- To be knowledgeable of school mission, procedures and policies.
- Support with other tasks as may be assigned by the Social Support Manager.

Requirements

- University degree in Education or related field
- Possess knowledge in Pedagogy
- At least 2 years of experience working in the area of training
- Computer literacy (MS Office, in particular)
- Good knowledge of English both speaking and writing
- Good organizational skills
- Strong communications skills
- Problem solving skills.
- Ability to determine priorities, be self-directed and work with minimal supervision.
- The ability to stay calm under pressure and meet tight deadlines
- The ability to keep objectives and goals firmly in sight
- Adherence to the values and missions of Phare Ponleu Selpak.

Please submit your application with detailed CV and recent photo to PPSA through contacts below by **6:00PM of March 31, 2021**
Attention: HRM

Anhchanh village, Ochar commune, Battambang city, Battambang Province, Cambodia.

Or

sareth.k@phareps.org and vuthyra.t@phareps.org

Short-listed candidates only will be contacted for interview.

All successful candidates must comply with PPSA child protection policy & code of conduct.