



## **Breteau Foundation Country Education Manager**

**Location:** Mexico, based in Estado de Mexico

**Employment Type:** Full time

**Contract Type:** Consultant.

**Salary in USD:** \$9.600 to \$12.000 annual, negotiable based on experience

**Deadline for application:** the 20th of September 2021. Time: 18.00 CET

### **Background**

The Breteau Foundation (BF) aims to enable disadvantaged children to reach their full potential through the delivery of digital educational tools. The Foundation is operational in 80 schools and reaching more than 28000 children worldwide.

The Country Education Manager in Mexico must have the right to live and work in the country, will be responsible for the successful management and implementation of the BF's program in the country, which will require field visits to schools or to attend other BF's related events. We seek to find someone who is passionate about our organisation's mission and has high ethical standards and personal integrity.

### **Key Responsibilities**

Responsibilities will include, but are not be limited to:

- Successfully and rapidly continue expanding our 2021 initiatives to reach 5000 vulnerable children and 10 schools in Mexico by January 2022
- Implementation of the BF program projects, ensuring it is consistent and constantly improving and that it is aligned to the overarching annual strategic plans of the LATAM region and BF global.
- Visit schools/sites regularly to provide teacher training, pedagogical support and observations fulfilling all program components.
- Foster strong relationships with participants supporting the programme, including Partners, other BF staff and volunteers.
- Contribute to the collection, organisation and creation of educational content provided to schools including curriculum mapping, teacher training materials and any new apps or modifications to the program.
- Manage shipping and customs processes for any hardware or accessories
- Source and manage local suppliers of hardware and accessories, where required
- Implement the BF M&E program which will entail the gathering of data and evidence from participating schools and individuals.
- Report regularly and on time on all aspects of the program to the Head of Latam Program and to the Executive Director, including any program suggestions and improvement

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Sino Plaza 8th floor, 255 Gloucester Rd, Causeway Bay, Hong Kong  
48-49 St James Street, 3<sup>rd</sup> Floor, London SW1A 1JT



- Seek opportunities for networking with businesses, NGOs and government bodies, and build strong strategic partnerships for BF and recommend schools/partners for our program in-country and in the region
- Act as the Breteau Foundation's Ambassador in Country

### **Qualifications, Skills and Experience**

This is a diverse role and the right candidate will need to be able to demonstrate their experience and skills relating to the responsibilities above. They will also be required to meet the relevant qualifications, skills and experience following:

#### **Required:**

- Teaching qualification with at least 3 years experience
- Strong knowledge and pedagogical understanding of primary education.
- Experience in and knowledge of the education system in the country
- Excellent project management skills and experience
- Spanish Native or C1 & English professional working proficiency
- Right to live and work in Mexico
- Excellent communication skills and strong intrinsic motivation

#### **Desirable:**

- Experience of working with staff in schools and partners at all levels (preferred)
- Experience in working with NGOs, especially in projects related to education.
- Skills and experience in the use of technology in Education.
- Skills and experience in the development and delivery of teacher training

**If you would like to apply for this position, please email a cover letter and CV to:**

Yhira Ibarquen, Head of Latin America, [yhira@breteaufoundation.org](mailto:yhira@breteaufoundation.org)

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