



Terms of Reference (TOR)
Educators for Grade 9 and 12 exam support classes

Description

The René Moawad Foundation has a zero tolerance to Sexual Exploitation and Abuse of beneficiaries. Protection from Sexual Exploitation and Abuse (PSEA) is everyone's responsibility and all staff are required to adhere to the Code of Conduct, that enshrines principles of PSEA, always (both during work hours and outside work hours). Familiarization with, and adherence to, the Code of Conduct is an essential requirement of all staff, in addition to related mandatory training. All staff must ensure that they understand and act in accordance with this clause.

RMF considers all applicants on the basis of merit without regard to race, sex, color, national origin, religion, sexual orientation, age, marital status, veteran status, disability or any other characteristic protected by applicable law.

Project title: Empowerment for all: Upscaling Education, Protection and Wash services for vulnerable Populations in Batroun , Koura and Zgharta Districts .

Project Donor: UNOCHA

Project Duration:

The implementation phase should be ended before June 2023.

Job Overview:

Teacher of Science, Mathematics, and Chemistry/Physics (Grade 9 and 12)

Job Summary:

We are seeking a passionate and dedicated Teacher of Science, Mathematics, and Chemistry/Physics to support students in grades 9 and 12 preparing for their official exams. This role presents a unique opportunity to inspire and educate young minds, helping them excel in the fields of science and mathematics and achieve outstanding results in their examinations.

A. Responsibilities:

- Delivery of a proper action plan in line with the number of allocated hours for teaching.
- Student Support: Provide individualized and group support to students, addressing their academic needs, weaknesses, and areas of improvement to ensure they meet grade-level and examination requirements.
- Assessment and Evaluation: Design, administer, and grade assessments and examinations to track student progress and provide constructive feedback for their continuous improvement.
- Resource Development: Create and utilize educational materials, resources, and technology to enhance the learning experience, making it interactive and relevant to the curriculum.



- **Classroom Management:** Maintain an organized and conducive learning environment, enforcing discipline and student engagement for a productive classroom setting.
- **Collaboration:** Collaborate with fellow teachers, to enhance the overall learning experience, share best practices, and support a holistic educational approach.
- **Parent-Teacher Communication:** Maintain open communication with parents or guardians, updating them on students' progress and addressing any concerns or queries they may have.

B. Qualifications:

Bachelor's degree in Education, Science, Mathematics, or a related field.

Teaching certification or licensure.

Strong subject knowledge in science, mathematics, chemistry, and physics.

Previous teaching experience is preferred but not required.

Excellent communication and interpersonal skills.

Dedication to fostering a positive and motivating learning environment.

Familiarity with the official grade 9 and 12 examination requirements and curriculum standards.

C. Benefits:

Professional development opportunities.

Supportive and collaborative working environment.

Opportunities for career advancement.

Contribution to the growth and development of students.

D. Application Process:

Interested candidates are encouraged to submit:

- CV / Resumé
- Financial offer
- Portfolio or List of similar projects implemented

Professional Standards:

- All RMF staff are required to adhere to the RMF policies and practices with respect to child protection minimum standards, code of conduct, health and safety, equal opportunities and other relevant policies and procedures.

RMF is an Equal Opportunity Employer

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E. Duration:



The project will span a period of 7 months, divided into 56 days of 2 hours per day, starting on November 15, 2023, and ending on June 1, 2024. The teacher is expected to deliver all the required services within this period.

F. Payment terms

The Teacher is expected to complete and submit:

- the approved deliverable
- relevant invoice and timetable

to be able to process the payment