

CAREER OPPORTUNITIES

THE MINISTRY OF EDUCATION IS IMPLEMENTING A COMPREHENSIVE RE-STRUCTURING OF THE EARLY CHILDHOOD CARE AND EDUCATION SUB-SECTOR OF THE EDUCATION SYSTEM. IN THIS REGARD, THE MINISTRY IS SEEKING TO FILL THE FOLLOWING POSITIONS ON CONTRACT FOR THREE (3) YEARS WITHIN THE EARLY CHILDHOOD CARE AND EDUCATION DIVISION.

CURRICULUM PROGRAMME FACILITATOR EARLY CHILDHOOD CARE & EDUCATION (ECCE)

KEY DUTIES AND RESPONSIBILITIES:

- ❖ Identifies problems/weaknesses in the delivery and implementation of ECCE Services.
- ❖ Guides teachers with respect to teaching strategies, methodologies and techniques.
- ❖ Gives demonstration lessons.
- ❖ Assists teachers with their preparation of activity plans and instructional materials.
- ❖ Identifies individual needs of children and ECCE Centre Staff and suggests how these needs can best be met, e.g. through Centre-based/teacher collaboration.
- ❖ Monitors/supervises implementation of the curriculum guide by teachers and their assistants.
- ❖ Assists the Administrator and teachers in developing appropriate measurement and evaluation techniques.
- ❖ Assists ECCE Curriculum Coordinators, School Supervisors, Curriculum Officers and other Ministry of Education personnel in conducting Team Visits to ECCE Centres and Primary Schools.

QUALIFICATIONS AND EXPERIENCE:

- ❖ Bachelor's Degree ECCE.
- ❖ Experience in ECCE Curriculum Planning and Implementation.
- ❖ Experience as an ECCE Curriculum Facilitator or equivalent.
- ❖ Trinidad and Tobago Teacher's Diploma with elective ECCE will be an asset.

SUBMISSION OF APPLICATIONS

All applications should be addressed to:

**Permanent Secretary
Ministry of Education
#18 Alexandra Street, Port of Spain
Attention:
Director Human Resources
(Planning and Consulting Services)**

Deadline date for submission:

Friday July 11th, 2008

Unsuitable applications will not be acknowledged.