



THE SAMDRUP JONGKHAR INITIATIVE

Date: 2nd February, 2016

Term of Reference (ToR)

Term: Six months commitment from mid February, 2016.

The Samdrup Jongkhar Initiative (SJI) is enlisting an intern to teach monks and assist LME at Chokyi Gyatso Institute, Dewathang. The recruitment of the intern is a program under Samdrup Jongkar Initiative, a project under Lho Mon Society.

Terms of Contract:

- Contract period: For six months
- Monthly stipend: Nu 5000/month

Overview:

The intern shall be responsible for upholding and furthering the vision of an integrated curriculum for the pilot program at Chokyi Gyatso Institute. Primarily, the intern will teach 15 hours per week under the supervision of LME teachers while also maintaining and building community relationships, besides fulfilling other tasks. The intern will assist LME teacher, Dawa and Brodie in unit development, outdoor leadership, and other office works that SJI may assign from time to time.

Classroom Instruction:

The intern will determine program needs, develop lesson plans, cater to the needs of student interests, and plan accordingly in consultation with LME teacher Dawa. The intern will assume responsibility for 15 hours of teaching and 5 hours of teacher training. He/She will maintain record of student progress in the class and establish conducive relationship with students, keeping in mind the mutual respect of teacher and students.

Community Relations:

- Build relationships within Chokyi Gyatso Institute, including Lopons, Khenpos, and monks and Samdrup Jongkhar Initiative staff.
- Work with Samdrup Jongkhar Initiative (SJI) to create learning opportunities with their Youth Engagement initiatives.
- Collaborate and organize in bringing local human resource to teach the students from time to time.
- Provide support to the LME teachers as and when required.
- Develop metrics for student assessment.

Knowledge, skills and Qualification requirement

- General bachelor degree preferably with some teaching experience or
- Class 12 passes with a minimum of one year teaching experience.
- Fluent in spoken and written English preferably with good command over Sharchopa.
- Passion for education and carrying out the vision and mission of LME.
- Strong research skills: a creative and rigorous approach to information gathering and analysis, ability to understand broad ideas and synthesize.
- Strong understanding of or keen interest in: integrated curriculum development, brain-based learning, project-based learning, early childhood development, mindfulness, class culture, authentic learning, etc.
- Knowledge and understanding of existing education system in Bhutan.
- Good understanding of human behaviour.
- Integrity, kindness and open minded.

Code of Conduct

- In general, LMS' Article of Association shall govern the conduct of the intern.
- No leave shall be sanctioned unless under compelling circumstances.

Oversight and Monitoring

- LME teacher Dawa shall oversee and monitor the intern's work.
- Timely guidance will be provided from time to time.

Salary Disbursement

- The intern shall submit a monthly report to the SJI, which shall be evaluated by the designated supervisor.
- Salary shall be disbursed at the end of every month after vetting the monthly report.

Other conditions of contract

- The intern shall be responsible for arranging his/her own accommodation.
- SJI encourages local residents to apply for the internship.
- Applicants with adverse record shall not be accepted.

Application requirement

- Interested candidates are requested to kindly read and fill up the internship Application Form.
- Submit employment history, if any.

Application submission deadline

Interested applicant shall submit application along with all documents, as specified in the internship application form, to the office of SJI, Lhomon Society, Dewathang latest by 9/02/2016.

Selection interview

The shortlisted candidates will be announced online on the website of the SJI including the Facebook page of SJI or communicated via phone on 10th February, 2016

An interview shall be conducted by the SJI office.

Website: www.sji.bt