

POST DESCRIPTION

Title	ELT Mentors
Location of project	Barranquilla, Colombia
Scale	Junior Postgraduate Consultant I / Teacher Trainer Junior II
Economic Compensation	\$4.500.000 each month. (IVA not included)
Number of trainers required	N/A
Lengths of contract	According with the needs of the project.
Number of consultants required	According with the needs of the project.
<p>Roster conditions</p> <p>It is important to note that participation in this process does not guarantee immediate recruitment nor does it imply any promise of employment by the British Council. This pool of potential recruits is intended to maintain an up-to-date database of qualified professionals who may be considered for future opportunities.</p> <p>Context and Environment</p> <p>The British Council in Colombia is a largely UK government grant funded non-for-profit organisation. Colombia is an important commercial, cultural, and educational partner for the UK, and we need to increase the impact of our operation locally. In Colombia, the British Council works mainly in English, Education and Arts. Within the framework of the Public Policy of Bilingualism "Barranquilla Bilingüe", which is developed jointly between the District Secretariat of Education of Barranquilla and the British Council Colombia, the component of institutional support through bilingualism mentors is in the strategic line of resources and support and seeks to continue the implementation of a scheme of institutional support by educational consultants, called Mentors, in order to promote and / or strengthen the processes of teaching and learning English as a foreign language at the institutional level.</p>	
<p>Characteristics of an ELT MENTOR</p> <p>The main objectives of the mentorship programme include, but are not limited to, the following:</p> <ul style="list-style-type: none"> - be the articulating agent of all the strategies of the Barranquilla's bilingualism policy at each assigned school. - carry out an initial exploration in each of the assigned schools to determine the most convenient paths to take during the accompaniment. - provide teachers, head teachers and coordinators with resources to encourage professional development at participating schools. - install capacity for ELT at participating schools using differentiated approaches depending on each school's context and diagnosis. - advice teachers, headteachers and coordinators of participating schools on potential adjustments of their institutional curriculum. 	

Roster Description

Application: Candidates apply for the roster following the instructions below. The received resumes are pre-assessed.

Pre-selection: The pre-assessed that have a matching potential to the required profile are considered in the roster of resumes. This does not guarantee immediate employment, nor does it imply any promise of employment by the British Council but indicates that the candidate is eligible for consideration once there is an opening that matches the profile.

Bank of eligible candidates: The candidates that are considered for the roster will be part of a bank of candidates, and they will receive relevant information such as free webinars that could be of interest for the candidates.

TERMS OF REFERENCE

Type of Contract	Service provision upon request
Payment terms	<ul style="list-style-type: none"> - Each payment is linked to the successful completion of deliverables and written approval by project managers. - Prior to each payment, the contractor needs to submit a bill for service, a copy of RUT and proof of contribution to social security.
Legal deductions	In accordance with legal policies in Colombia.
Deliverables	<p>Depending upon the service provided. This may include but not be limited to:</p> <ul style="list-style-type: none"> - D1. Document with the bilingualism plan of each school that contains the activities, the implementation schedule, expected results and indicators. - D2. Weekly schedule reports of accompaniment to teachers, headteachers and coordinators. - D3. Weekly monitoring and alert reports of the accompaniment in each school. - D4. Photographic evidence, meeting minutes and records with the summary of the orientations provided to headteachers, coordinators, and teachers in the assigned schools during each visit. - D5. Monthly report of actions taken and the current state of bilingualism in each of the assigned schools. - D6. Databases and attendance records for each of the activities. - D7. Documents with the pedagogical and/or didactic materials designed to support the English teaching strategies of the city's bilingualism programme. - D8. Comprehensive final reports with statistics, descriptions, and suggestions for each school. - D9. Any other formats, reports, and information that are required by the project.

CONTRACTOR SPECIFICATION

<p>Essential qualifications, experience, and skills</p>	<ul style="list-style-type: none"> - University degree in modern languages, philology, language teaching or education related field, with 4 years of experience. - Postgraduate studies in ELT, TESOL or education or equivalent experience of more than (8 years). - At least 4 years proven experience in either one of the following: <ul style="list-style-type: none"> · English teacher training programmes. · Mentoring and strategic consultancy in the ELT field. · Curriculum and instructional design. · Teaching English online. - Ability to operate in English and Spanish (both written and spoken) in business contexts. Non-native speakers should demonstrate a C1 level CEF. - Intermediate proficiency in office suite, database managers and online cooperation tools (such as G-suite) is required. - Ability to perform effectively in challenging situations and meet deadlines. - Strong interpersonal and communication skills in both English and Spanish. - Strong analytical skills. - Excellent writings skills in Spanish. 				
<p>Desirable</p>	<ul style="list-style-type: none"> - One (1) year of experience creating or editing learning/ teaching materials is a plus. - Familiarity with the public education system of Barranquilla or nation-wide and the National English Curriculum. 				
<p>Passport and/or nationality requirement</p>	<ul style="list-style-type: none"> - Right to work in Colombia is necessary. - The British Council is not able to support or sponsor work visa applications or relocation costs for non-Colombian applicants. 				
<p>Application Process</p>	<ol style="list-style-type: none"> 1. Please send your CV to: bilinguismobc@sedbarranquilla.edu.co 2. Please follow the below steps: <ul style="list-style-type: none"> - Your CV should highlight the relevant experience and qualification, - Your CV should be named with your name and surname as follows: John.williams_CV - In the mail subject, please specify the position you are applying for, in this case: ELT Mentors Roster - Barranquilla. 				
<p>Rates</p>	<p>Upon submission of deliverables – payments of \$4.500.000 COP each</p>				
<p>Deadline for application</p>	<p>N/A</p>				
<p>Submitted by</p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 40%; padding: 5px;">Sandra Rangel Head of Implementation English Programmes</td> <td style="width: 20%;"></td> <td style="width: 15%; padding: 5px;">Date</td> <td style="width: 25%; padding: 5px;">April 22, 2024</td> </tr> </table>	Sandra Rangel Head of Implementation English Programmes		Date	April 22, 2024
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