



Coordinator of our Education Project Yachay

Location: Arequipa, Peru Start date: August 2023 Duration: min. 6 month Position: volunteer/intern

As the Coordinator of our Education project you will be responsible for the direct community work of Intiwawa with the 59 students we currently support. In this position, you will accompany, support, and coordinate all activities with our education volunteers, whose aim is to strengthen the skills and performance of the students impacted by Intiwawa. You will also be responsible for the documentation and follow up of the efficient and effective running of the project. You will be the main point of contact for the team and contribute with your initiative and creativity on progressing the project.

Responsibilities

- Work onsite in Mollebaya district (located 1:30 - 02:00 hours from the center of Arequipa) in close coordination with the General Director, Project Coordinator, and onsite teacher and follow the guidelines established in the work plan for the timely fulfillment of the objectives
- Coordinate and supervise homework activities in order to meet the objectives defined by the work plan and organize the volunteer and student schedule
- Coordinate all academic activities with the General Director, Project Coordinator and teacher
- Ensure compliance with internal rules and procedures
- Inform the general director and project coordinator about the progress of the students and participate in the evaluation of volunteers
- Keep track of incidents onsite, as well as communication with parents

Requirements

- Spanish and English - B2 minimum (written and spoken)
- Excellent intercultural communication skills
- Excellent self-management and organization skills
- High level of team-work, creativity and responsibility
- First experience in Leadership of events/projects/ teams (desirable)
- Experience working with students in at-risk areas (desirable)
- Minimum 6 months commitment

Details

- Salary of 400 soles per month; full-time work (approximately 30 hours per week)
- Working hours will be Monday-Friday from 2:30 - 7:30 pm (including transport to

and from the community)

- Work-related expenses are covered
- Low-cost housing available
- A letter of reference and certificate will be provided at the end of the term

Please send a letter of motivation, CV and your criminal record certificate to volunteer@intiwawa.com