



Schooling for Life (SfL) is a growing organisation operational in Freetown, Sierra Leone, since 2014 with the aim of giving talented and motivated youths the tools to build a successful future. The objective of the programme is primarily to bridge the gap between youths who can't find work and employers who can't find skilled employees.

The programme offers an intense three pillar education package consisting of:

1. Scholarships for the vocational education of a student's choice.
2. Extra-curricular skills training at a Schooling for Life training centre.
3. Personal guidance by a professional guidance counselor.

The programme is open to eligible Sierra Leonean youths between the ages of 15 up to 25. Schooling for Life is looking for a candidate who will serve as **Guidance Counsellor/Programme Assistant**. The ideal candidate will serve concurrently in both capacities considering the experience and maturity level.

Main Duties

- Develop guidance counselling goals and sessions plans;
- Develop guidance counselling time table;
- Conduct individual guidance counselling sessions once per two weeks per student; focused on (but not limited to) personal development, character building, learning goal achievement, educational progress evaluation, general conduct, personal support in every day constraints;
- Conduct assessments of students learning and development;
- Conduct and produce students' progress updates and reports to Schooling for Life;
- Assist Programme Coordinator in monitoring and evaluation of formal education institutes and skills trainings;
- Assist Programme Coordinator in students' educational progress;
- Assist Programme Coordinator in other programme related activities.

Qualification

Bachelor Degree or higher in sociology, child development, psychology, social work and/or any other relevant Social Science. A post graduate degree in educational or child psychology will be an added advantage. Must have at least 3 years experience in development counselling, mentoring and coaching young people with proven results. The preferred candidate must have served in the above job position or in a similar role for a minimum of 3 years.

Essential values

- Professional, patient, honest, high integrity and moral standards, role model/leader, open to new ideas, an example for others.

Essential skills

- Works well with a range of different individuals and characters
- Exhibits ability to multitask on a regular basis
- Experienced in providing guidance in academic and personal issues to youth
- Experienced in dealing with groups and guiding groups
- Experienced in motivating youth
- Solution focused
- Very good mediation skills
- Demonstrates excellent interpersonal skills
- Excellent communication skills
- Excellent organisational and time management skills
- Knows how to balance friendly and professional demeanour
- Pays close attention to detail



- Experienced in the Sierra Leone context, specifically the educational and social context
- Proficient in software programmes including Microsoft Office packages e.g. Word, Excel, and PowerPoint

Preferred skills:

- Flexibility and Management Planning
- Demonstrates ability to think creatively to assist in special events planning and marketing for the organisation.

Are you interested? Then please email us the following: a motivation letter and CV to daniel@schoolingforlife.net. If you have any questions, please email the above address or call 030 326363. For more information about Schooling for Life, go to: www.schoolingforlife.net.

Application open to nationals only. Women are strongly encouraged to apply.

This vacancy will close on 28 August 2017
