

Helvetas is a development organisation anchored in Switzerland. Our vision is a just world in which all men and women determine the course of their lives in dignity and security, using environmental resources in a sustainable manner.

For our Skills Development and Education Team in Switzerland (Zurich or Bern) – as per June 2019 or upon agreement – we are looking for a goal-oriented and pragmatic

## ADVISOR FOR VOCATIONAL EDUCATION AND TRAINING (F/M) 80-100%

The Skills Development and Education Team (which is part of the Advisory Services Department) is responsible for the development of the sector of vocational education and training and basic education. It supports the implementation of practice- and demand-oriented education programs in Africa, Asia, Latin America and Eastern Europe. The aim is to increase accessibility and quality of vocational training offers to enhance skills and knowledge for the wellbeing and employment of disadvantaged people, especially youth.

### MAIN TASKS

- Support the sector of Vocational Education and Training (VET), where Helvetas is implementing practice- and demand-oriented programs
- Develop the field of Vocational Education and Training in contexts related to Humanitarian Response (e.g. skills programs in refugee camps, after disasters, etc.)
- Advise Helvetas projects as well as lead and contribute to advisory mandates of external clients (development agencies, TVET agencies, NGOs, foundations etc.) e.g. during planning, implementation and evaluation of programs
- Advise projects related to VET reforms, dual VET, counseling and matching services, and others
- Contribute to the development of the working field of VET, foster knowledge sharing in the organisation and represent the organisation in external networks
- Further develop relevant approaches and strengthen advocacy positions related to Vocational Education and Training
- Actively contribute to acquisition and fundraising for VET programs and motivated for trips abroad (including fragile contexts) several times a year

### YOUR QUALIFICATIONS

- An academic degree (MSc level) in education, economics or in a related field or a BSc degree with experience and additional relevant education
- At least three years of experience in development cooperation with assignments in TVET / skills development
- Experience in the sector of humanitarian response will be valuable, else must have the interest and network to rapidly build up competences in this field
- An adequate combination of several years of continuous long-term assignments in the South / East and short- term consultancies for different clients

- In-depth knowledge and experience in Vocational Education and Training
- Advisory and coaching skills
- Experience in acquisition and in developing project proposals
- Analytical and conceptual competences
- Good intercultural skills and understanding of gender and social equity issues
- English and either French or Spanish, any other language is an additional asset
- Readiness to travel frequently, including in fragile contexts

## **OUR OFFER**

We offer you attractive working conditions in a multicultural setting, work place is either Zurich or Bern (both locations are close to the main station).

We look forward to receiving your complete application including motivation letter, CV, work certificates and diplomas by February 3, 2019. Please send your electronic application to [applications@helvetas.org](mailto:applications@helvetas.org). Visit our website [www.helvetas.org](http://www.helvetas.org).