



INTERNAL ADVERTISEMENT

KCA University seeks to recruit a candidate from among existing staff to fill the following position;

PROGRAMMES SPECIALIST – DIRECTORATE OF TEACHING & LEARNING EXCELLENCE

JOB OBJECTIVE

To support the planning, implementation CTLE programs in the area of teaching and learning at KCA University.

DUTIES AND RESPONSIBILITIES:

- Organize, plan, monitor implementation of CTLE's Teaching and Learning activities
- Initiate and develop training tools and technical assistance to schools and departments to implement CTLE programme activities (teaching and learning, resource requirements and Learning management systems)
- In liaisons with CoDs, organise teacher-based research activities, and technical assistance to faculty and university community on issues related to teaching and learning strategies
- Plan and implement innovative teaching and learning strategies and use of technology in teaching & learning
- Identify Teaching and Learning focus areas within schools and departments' needs and priorities and in line with CTLE's mandate
- Advising on academic standards and quality relating to teaching and learning.
- Promote best practices and evidence-based teaching and learning.
- Reviewing pedagogical development initiatives and their effectiveness.
- Provide input in curriculum review and its effectiveness in upholding teaching and learning excellence.

- Advise on advancements in learning and teaching in higher education, including the implications of changes in technology in learning and teaching
- Coordinate graduate teaching assistants (GTAs) training program.

REQUIREMENTS FOR THE POSITION

- Candidate must be a staff of KCA University
- Holder of a Masters Degree in Education, Education Policy or equivalent
- Must have at least 3-5 years professional experience in the field of teaching and learning, & planning of teacher education and development programmes

OTHER SKILLS AND COMPETENCIES

- Analytical skills and ability to collect, synthesize and analyze information from various sources.
- Proven ability to identify emerging development trends and educational needs.
- Excellent written and oral communication skills, including the ability to prepare, present and discuss findings and recommendations clearly and concisely.
- Excellent interpersonal skills.
- Excellent IT skills

How to Apply

Interested candidates who meet the above requirements should submit an application letter a detailed CV, academic certificates and three references via email to hrjobs@kca.ac.ke by **26th January 2022**.

Subject of your email should read: PROGRAMMES SPECIALIST - CTLE

Head of Human Resources,
KCA University,
P.O. Box 56808-00200,
Nairobi, Kenya
Website: www.kca.ac.ke