



Consultant: Online Learning Associate

The Prevention Collaborative is a global network of practitioners, activists, and researchers working to better equip ourselves and others with the vision, knowledge, and skills necessary to end violence against women (VAW) and violence against children (VAC). We strengthen the capacity of key actors to deliver effective violence prevention programmes, based on feminist principles and evidence-and practice-based knowledge.

We are seeking a passionate Online Learning Associate to support the Online Learning domain. The Associate will have two key areas of responsibility. Firstly, the Associate will support the development and delivery of online self-paced and facilitated courses on the Learning Lab. The role also involves providing content inputs for course development based on knowledge and experience of VAW or VAC programming.

Secondly, the Associate will support the sustained growth of the Collaborative's e-learning platform, Learning Lab. The Associate is expected to lead our efforts to enhance learner outreach, engagement and retention across our core audiences. The role is meant for someone who is a detail oriented individual with experience in course facilitation and learner engagement, as well as experience with VAW or VAC programming. The Online Learning Associate will work closely with the Online Learning Lead at the Collaborative.

Scope of work

3 days a week

Responsibilities include:

1. Course design and delivery:
 - Facilitate online courses along with other members of the Online Learning team.
 - Support facilitated courses in tasks such as selecting relevant participants for the cohort, assessing weekly assignments, and reviewing course evaluations, etc.
 - Review content for online facilitated and self-paced courses with the support of the Online Learning team.
 - Support with project management for selected facilitated and self-paced courses.
2. Learner outreach and engagement:

- Co-develop and implement an outreach engagement plan for Learning Lab members in close association with the Communications team at the Collaborative.
 - Communicate and liaise with Learning Lab members through emails, discussion boards, etc., and maintain channels of alumni engagement with the support of the Online Learning Assistant.
3. Other responsibilities:
- Support Senior Associates with the design and development of virtual coffees or other similar learner engagement events.
 - Participate in weekly team meetings, learning circles, and other team events.
 - Other tasks identified by the Online Learning Lead.

Candidate profile

The candidate will bring the following skills and experience to the role:

Competencies:

- A demonstrated commitment to feminist values and practice.
- Programmatic experience in the field of violence against women, violence against children, or gender-based violence. Experience in prevention of violence is an asset.
- Excellent facilitation skills. Demonstrated experience in facilitation in the field of violence against women/children, gender, gender rights, or related field is an asset.
- Strong project management skills.
- Eye for detail and proven ability to manage timelines.
- Excellent written and verbal communication skills. Experience in communicating with diverse audiences is an asset.
- Ability to manage a diverse workload, and respond flexibly to changing demands.
- Strong IT skills and proficiency in MS Office suite; experience in Google environments and Wordpress is an asset.
- Ability to work independently, in a global virtual work environment.

Education and Experience:

- Bachelor's degree in Gender studies, public health, design, education or related field.
- 6 to 8 years of relevant work experience.
- Experience working and/or living in different cultural contexts and geographies.

Desirable:

- Experience working in the field of gender equality and rights.
- Experience of working in a global, virtual team.

Compensation and Benefits:

We recognise the positive value of diversity, promote equality and challenge discrimination. We welcome and encourage job applications from people of all backgrounds.

We anticipate the daily rate for this position to be US\$300-350 per day.

Work environment: This is a home-based position.

Flexible hours: The Consultant will be free to work at the time that gives you energy and makes you effective. Requirement to attend some meetings virtually. These will include attending some meetings at 9 AM EST, twice a week.

Well-being: We bring our whole selves to work and practice self and collective care.

To Apply:

Interested candidates should send a short cover letter that highlights relevant experience and a CV to learninglab@prevention-collaborative.org with the title "Online Learning Associate". We will review applications as they are received. Only short-listed candidates will be contacted.