

## ICT Specialist - Erbil

Location: [Europe & the Middle East] [Iraq]

Town/City: Erbil

Category: Information Technology

### **JOB OPPORTUNITY**

#### **ICT Specialist – Erbil**

#### **PURPOSE OF POSITION:**

The purpose of this position to provide technical guidance and support the project coordinator, team leaders and teachers in the implementation of the EMPACT project (food assistance project through digital skills and English training) and provide a professional support to the vulnerable Syrian refugees, Internally Displaced Iraqis and host communities in Neenawa, Duhok and Erbil Governorates of Iraq.

The ICT specialist will report directly to the EMPACT project coordinator and will work closely with the project managers, project coordinator, team leaders and teachers to ensure effective management of the curriculum ,high technical quality of the IT training sessions and provide new ideas and creative solutions, gather information about the ICT updates globally and locally, and support the team to link the students to national and international markets to achieve the project main goal by creating sustainable livelihood opportunities for vulnerable communities , transforming and making their skills “portable”, giving them access to the digital workplace and the future of work, as well as providing them with opportunities to generate income and improve household food security.

#### **MAJOR RESPONSIBILITIES:**

**ICT technical guidance:**

- Providing guidance and support related to the ICT curriculum.
- Providing guidance and support related to the electronic tasks.
- Working closely the PC, TL and teachers to find solutions for all ICT and electronic issues.
- Being updated about everything new related to ICT

**Coordination and networking with other agencies, donors and other external stakeholders:**

- Coordinate representation of WV in Sub-cluster coordination forums/Sector working groups/Clusters when needed.
- Coordinate with relevant government departments, local authorities, private sectors and communities to implement EMPACT Project activities within.
- Establish and maintain good relations with external stakeholders such private local companies, international ICT platform.

**Supporting the students to be linked to local and international companies and platform:**

- Effective market assessment to identify local and international platform ready to partner with our students.

- Identifying an efficient payment method.

### **Reporting and follow up:**

- Following up the previous students and report their employment status.
- Supporting in writing reports about successful students.

### **KNOWLEDGE, SKILLS AND ABILITIES:**

- Minimum 3 years of work experience in Education Management especially in ICT.
- At least Bachelor's degree in IT, English, Business Administration, General Management, or related field.
- Expert in digital skills.
- Having a marketing or livelihood background.
- Good interpersonal skills and cross-cultural sensitivity.
- Ability to work in a challenging situation (camp settings).
- Ability to cope and work under pressure.
- Well-organized, self-motivated, solution oriented, independent and ability to work in a team.

- Knowledge of WFP funded project, especially cash for training.
- Full adherence to World Vision Child Protection, Code of Conduct and Conflict of Interest policies.
- Self-disciplined with good time management skills.
- Creative and ability to think outside the box.
- Ability to produce clear and well organized reporting and documents.
- Language Requirements, English, Arabic and Kurdish.
- Planning, evaluating and improving the quality of the project.
- Report on any issues related to the project in all areas, progress toward goals, challenges, etc.
- Submission of reports on regular basis and when necessary
- Weekly team meetings evaluation meetings
- Monthly lesson learned meetings
- Providing them with technical support
- Report on any issues related to the project, progress toward goals, challenges, etc.

- Submission of reports on regular basis and when necessary
- Weekly team meetings evaluation meetings
- Monthly lesson learned meetings
- Working in staff capacity plan
- Planning, evaluating and improving the quality of the project.
- Report on any issues related to the project in all areas, progress toward goals, challenges, etc.
- Submission of reports on regular basis and when necessary
- Weekly team meetings evaluation meetings
- Monthly lesson learned meetings
- Closely coordinating where is applicable
- Weekly meetings related to implementation
- Monthly donors meetings
- Regular and strategic meetings when required
- Coordination meetings

- Following up linking the students with the local and international platform.
- Following up the employment status.

**Work Environment:**

**Complete Travel and/or Work Environment statements if applicable.**

Travel Required Within Iraq governorates