

VSA Assignment Description

Assignment Title	English Language Trainer
Country	Kiribati
Location of Partner Organisation	Tarawa
Partner Organisation	Marine Training Centre (MTC)
Duration	9 months
Sustainable Development Goals	

41804

1. Partner organisation overview

The Marine Training Centre (MTC) is a government education institution that sits under the Ministry of Labour and Human Resource Development (MLHRD) and provides training to young I-Kiribati to become qualified seafarers. MTC is managed by an Academic Board and a Captain Superintendent as head of school.

MTCs mission is to train young I-Kiribati from all islands in the country to become professional seamen on foreign ships. MTC is funded by the Kiribati Government, and receives additional financial support from AUSAID, the New Zealand Aid Programme and the European Union.

2. Assignment overview

MTC trains seafarers for employment on foreign-going merchant ships and fishing ships. English is the working language on-board these ships and good English communication skills are crucial for all seafarers.

Feedback from shipping recruiting agencies reveals a lack of competency in both spoken and written English. In order to improve English communication skills, the volunteer will primarily assist and work closely with the Head of Deck Department to improve the curriculum, analyse teaching methods used currently and work with the students to improve their English communication skills.

The assignment will contribute towards achievement of the organisation's purpose and long-term goals via direct or indirect involvement in the following:

- Developing and improving communication skills that facilitate safe employment for I-Kiribati working on board foreign-going merchant vessels
- Improved communication skills that lead to increased personal safety, as operational manuals and instructions are understood by the seafarer
- Improved communication skills that enable seafarers to understand their employment contract with its rights and obligations, enhancing self-determination

The current English curriculum was introduced in 2010 and reviewed in 2018.



3. Goal/outcomes/outputs

Goal

The Marine Training Centre (MTC) teachers are supported to improve the English language abilities of students.

Outcome 1

Students have an improved level of English language competency using the Common European Framework of Reference for learning, teaching, and assessment.

- Review the existing ESL teaching programme and syllabus, and provide advice on areas for improvement, both in terms of subject matter and teaching practice
- Assist with the development of new resources and materials
- Assist draft a 5-year strategy to improve the level of English Language confidence and proficiency for students

Outcome 2

MTC English teachers confidently teach the English curriculum, offering effective teaching and learning experiences for students, and English assessment processes, materials and outcomes are improved

- Assist MTC staff to review existing and develop new assessment material
- Provide peer moderation of new assessment materials
- Mentor MTC teachers in lesson planning and resource development

4. Reporting and working relationships and capacity building

The volunteer will report directly to the Head of Deck Department and be accountable to the MTC Captain Superintendent. The volunteer will work most closely with the English Instructor and the Head of Deck Department.

The volunteer and the Marine Training Centre (MTC) will have an ongoing relationship with the VSA programme manager in terms of assignment monitoring, reporting, professional advice and personal support.

As needs on the ground may change over time, the volunteer is encouraged to review and update the Assignment Description on arrival in consultation with the partner organisation and VSA Programme Manager. By their very nature, development situations can involve significant change, so it is advisable that the volunteer periodically review and reflect on the Assignment Description throughout the Assignment to ensure the best development outcomes are being achieved.



5. Selection criteria/position requirements

Person specifications (professional)

Essential

- Experience in teaching English as a second language
- Experience in mentoring and professional development of staff
- Experience in assessment and moderation processes.
- Experience delivering Common European Framework of Reference (CEFR)
- Proficiency in Microsoft Word

Desirable

- Experience in vocational training
- Knowledge of maritime matters
- Driver's license

Personal specification (personal)

Essential

- Well-developed interpersonal skills with the ability to communicate effectively with people at all levels
- Good team player
- Ability to work in a small team of teachers with varying levels of experience
- Ability to work with limited resources and be creative with locally produced materials

6. VSA Essential Attributes

- Commitment to volunteering, to VSA and to the partner organisation
- Cross cultural awareness
- Adaptability and a willingness to approach change or newness positively
- Able to form good relationships, both personally and professionally, with work colleagues and in the community
- Resilience and an ability to manage setbacks
- Initiative and resourcefulness
- An ability to facilitate learning through skills exchange

7. Country Context

For more information about Kiribati see [here](#).



Additional information

Residency status

VSA volunteers must be New Zealand citizens or have New Zealand permanent residency status, and currently living in NZ.

Pre-departure briefing

As part of the volunteer's contract, successful candidates will be required to take part in a pre-departure briefing course run by VSA in Wellington and complete all required pre-reading.

Final appointment

Final appointment will be subject to satisfactory medical and immigration clearances (costs covered by VSA), partner organisation acceptance, and successful completion of the pre-departure briefing course.

Family status

VSA supports partners to accompany volunteers on assignments of six months or longer. However, volunteers with accompanying dependents will not be considered for this assignment.

Fundraising

Volunteers are encouraged to fundraise at least \$1000 with the support of VSA's fundraising team. Accompanying partners are encouraged to raise the same amount. All funds raised will help VSA keep its programmes in action and support future volunteers.

Vaccination requirements

Potential volunteers are advised that VSA's insurers require volunteers to be inoculated, prior to departure, in accordance with the instructions of VSA's medical adviser. VSA covers the cost of any required vaccinations.

Children's Act

While on assignment, VSA volunteers may be required to work with children and/or may choose to participate in informal activities in their own time that involve interactions with children (such as coaching teams or teaching English). VSA is committed to the protection of vulnerable children and adults, which also includes meeting our commitment under the Children's Act 2014.

The information requested during the application process is necessary to assist VSA to determine applicant suitability to work and/or interact regularly with children and is part of a series of pre-selection checks undertaken on all applicants for VSA assignments.

Volunteer package

The volunteer's package includes the following:

Reimbursements and grants

1. Volunteers will receive an establishment grant of NZ\$750 to help them set up in their country of assignment. For volunteers with an accompanying partner (whether or not that partner is also a VSA volunteer), VSA will pay an establishment grant of NZ\$1,100 per couple.
2. A resettlement grant of NZ\$200 will be paid for each month the volunteer is on assignment. This is payable on completion of the assignment.
3. The volunteer will receive a monthly living allowance of AUD 1,150.
4. A location grant of NZD\$2000 will be paid after each four months of service.

Accommodation

Basic, comfortable furnished accommodation will be sourced by VSA. In some circumstances volunteers may be asked to share accommodation.



Airfares and baggage allowance

VSA will provide the volunteer with economy airfares to and from New Zealand for their assignment plus a baggage allowance.

Insurance

VSA will provide travel insurance to cover baggage and personal property, and non-routine medical expenses for the duration of the assignment. Further details of the insurance cover will be provided during the volunteer pre-departure briefing.

Utilities

VSA will reimburse volunteers reasonable expenses for household utilities while on assignment.

Final terms and conditions relating to the specific volunteer assignment will be confirmed in a personalised volunteer contract.

