

VSA Assignment Description

Assignment title	TESOL Adviser
Country	Papua New Guinea
Location	Kokopo, East New Britain Province
Partner organisation	Vunabosco Agro Technical Secondary School
Duration	One year



Sustainable Development Goals

40925

1. Assignment goal

English language teaching and learning practices at Vunabosco Agro Technical Secondary School (VATSS) are strengthened, enabling students to improve their English language skills and achieve better academic outcomes.

2. Assignment outcomes

Outcome 1

VATSS uses effective teaching and learning practices and tools in the teaching of the English language.¹

Outputs

With teaching staff:

- Work collaboratively to review and evaluate current English language teaching and learning practices, and make any recommendations for improvement
- Assist in the review and improvement of course materials
- Assist in developing resources and tools for improving the effectiveness of English language teaching and learning practices

Outcome 2

Students use effective English language learning tools and strategies to improve their English language skills (writing, speaking, listening, and presentation), leading to improvement in the standard of English language and academic literacy.

Outputs

Alongside teaching staff:

- Assist in the teaching of course content and assessment of students' work
- Provide assistance, guidance and support to students

¹ At VATSS all course material is taught in English, with the English language also taught as a separate course. Because of this the volunteer will work alongside English teaching staff on a day-to-day basis, while also working with general teaching staff as required.

Outcome 3

VATSS has a process of continuous improvement to support high standards of English language teaching and learning practices.

Outputs

- Work with staff to develop and implement an effective continuous improvement process for integrating new pedagogical developments into the teaching and learning practices
- Provide ongoing support and mentoring to staff

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.

3. Reporting and working relationships

The volunteer will be working most closely with academic staff at VATSS reporting to the Head of Language and to the Principal. The volunteer will also interact with students on a day-to-day basis.

In addition, the volunteer and VATSS will have an ongoing relationship with the VSA Programme Manager in terms of assignment monitoring, reporting, professional advice and in-country support.

4. Capacity building

Capacity building will be achieved in the following ways:

- Capacity strengthening through training and mentoring of academic staff at VATSS
- Transfer of knowledge and skills particularly with respect to teaching and learning practices
- Professional development of other academic staff (where appropriate)

5. Person specifications (professional)

Essential

- Relevant qualification in Teaching English as a Foreign Language (TEFL)
- At least two years' experience teaching English to speakers of other languages
- Ability to provide mentoring and coaching to support colleagues
- Ability to review, recommend and monitor improvements to teaching and learning practices

Desirable

- Experience evaluating the training needs of teaching staff and delivering workshops on teaching and learning practice
- Experience designing resources for teaching staff

6. Person specifications (personal)

Essential

- Ability to relate to, and communicate well with, people from different backgrounds and cultures
- Patience, empathy and understanding
- Ability to organise and prioritise workload



Additional information

Residency status

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

Partner organisation

The volunteer's partner organisation will be Vunabosco Agro Technical Secondary School (VATSS).

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 \$2000 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.

Volunteer package

The volunteer's package includes the following:

- **Reimbursements and grants**

1. Volunteers will receive an establishment grant of NZ\$1000 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\$1,500 per couple.
2. A resettlement grant of NZ\$250 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 PGK 1,725.
4. A location grant of NZ\$1,000 will be paid to the volunteer at six months of service.

- **Accommodation**

Basic, comfortable furnished accommodation will be sourced by VSA.

- **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 prior to departure.

Attachments

Appendix 1: Background to the assignment

Appendix 2: Living situation

Appendix 3: Papua New Guinea

Appendix 1: Background to the Assignment

Assignment focus

Over the years, the education system in PNG has not performed well. Whilst education is widely recognised as one of the most important tools in the development toolbox, about 30 percent or 600,000 school-aged children are not in school²; 44 percent of the population are illiterate³; and only 14 percent of adult men and 6 percent of adult women have secondary education. The standard of the English language education in PNG has progressively declined over the years. A recent research found that student-teachers do not have sufficient knowledge of the English language to effectively teach the subject and called for the introduction of a competency test for all new teachers. Therefore, VSA is collaboratively working with Vunabosco Agro Technical Secondary School to build and improve its capacity and capability in the teaching and learning of the English language, leading to improvement in English language proficiency amongst its students.

Vunabosco Agro Technical Secondary School, Kokopo, East New Britain

Vunabosco Agro Technical Secondary School is a Catholic education institution formed and operated by the Salesians of Don Bosco. The Salesians of Don John Bosco are religious congregations of Catholic Brothers and Priests, founded in 1859 by Saint Don John Bosco. The mission of the Salesians is to serve God through the education of young people, in particular those who are poor, marginalised, abandoned, downtrodden, or at risk.

Today, the Vunabosco Agro Technical Secondary School (VATSS) carries on this noble tradition by providing a second chance for education to young people who have been culled from the state education system. VATSS “aims to integrate culture with faith and faith with life by seeking to form good Christians and honest citizens among all its members”. By integrating technical, agricultural, and religious training in the curriculum, VATSS aims to produce well-rounded graduates who are equipped with the knowledge, skills, and confidence to succeed and contribute to the society. VATSS is located in the District of Kokopo, about 10 minutes’ drive from Kokopo Central Business District. The School is set on a parklike surrounding with matured tropical trees, and caters for over 500 boarding and day students. There is also staff housing on campus. The School offers a range of programmes such as building, carpentry, motor vehicle mechanics and electrical.

Working situation

The volunteer will have an office at the School. Basic office equipment and resources will be provided by the School, including printer, stationery, and internet access. The volunteer will need to bring his or her own laptop for work. VSA will pay a computer allowance to the volunteer.

² Department of Education Papua New Guinea (<https://www.facebook.com/pages/Department-of-Education-Papua-New-Guinea/840968639252866?fref=nf>)

³ UNESCO Papua New Guinea
http://www.unesco.org/new/fileadmin/MULTIMEDIA/HQ/ED/pdf/Papua_New_Guinea.pdf



Appendix 2: Living Situation

Volunteer Accommodation

A furnished house will be provided to the volunteer. The house is located in the suburbs of Kokopo. The distance between the office and the volunteer's house is about 5-10-minute by bus. Volunteers may be asked to share accommodation.

Kokopo, East New Britain

Kokopo is the capital of East New Britain Province. It lies about 40km from the old capital of Rabaul, which was largely destroyed in a 1994 volcanic eruption, and is serviced by Tokua Airport. Tokua Airport acts as an island provinces air link hub with flights to the mainland centres, West New Britain, Bougainville and New Ireland most days. There are also twice weekly direct return flights to Cairns.

The majority of the Provincial Government Headquarters have relocated to Kokopo and there is a lot of infrastructure development happening, especially roading and commercial and residential building. Office space and housing are difficult to acquire and volunteers may be required to share accommodation with other VSA volunteers.

PMVs are mini buses that are a cheap and reasonable form of public transport during the day, though caution must be taken when using them after dark or on isolated roads. There are three main banks which have branches in Kokopo (ANZ, the Bank South Pacific (BSP) and Westpac) and all have ATMs. The main Post Office is centrally located - postal service is generally reliable and TNT has a branch that provides very reliable courier services. Electricity and water services are provided to most homes in town and gas is the predominant fuel for cooking (as there are frequent power outages). Most larger industries and hospitality services have backup generators.

There are reliable fresh foods markets with a good variety of fruit, vegetables and fish around Kokopo Town. There are three large supermarkets operating from 8am to 5pm Monday to Saturday. Limited shopping and market services are available on Sundays. Most basic food stuffs and hardware are sold in the supermarkets. Most consumables are available in Kokopo, including a variety of imported foods, however the prices are significantly dearer for certain items than in New Zealand.

As with many developing countries the cellular network has overtaken landline telecommunications with mobile phones very popular. Cellular network coverage is generally good within the urban areas and fades quite quickly close to the rural areas. International connections can be unreliable, especially during the day. Text messages can sometimes fail, or take some hours to get through. 3G mobile phone networks are provided in Kokopo, and this currently provides the most cost-effective means of personal internet access for most volunteers.

Social and outdoors activities available include golf, fishing, snorkelling and diving. There are numerous walks (requiring a local guide) around the volcanoes of Rabaul, and exploring of some of the many tunnels the Japanese had built (usually by prisoners of war).

There are some DVD outlets with new releases of varying quality, but there are no book shops to speak of. The VSA office has a reasonable library, mainly thanks to book donations from current and departing volunteers. Arriving with books to read or movies to watch is a good way to meet new friends!

Pharmacies are well represented in town. Kokopo has a private medical clinic, as well as a basic general hospital, St Mary's, which is available to the public. Malaria is endemic in many parts of PNG, including East New Britain, and the use of malarial prophylaxis by all volunteers is mandatory. It is still possible (even when taking anti-malarial medications) to catch malaria, so precautions such as using insect repellent and wearing long sleeves and trousers outside in the evening are recommended.

East New Britain has a dual economy: a cash economy operates side by side with the subsistence-farming sector. The main crops produced for export are cocoa and copra. Tourism is becoming an increasingly important sector of the provincial economy; attractions include local custom and culture such as the Bainings fire dance and the Tolai Dukduk secret society, World War II history and relics, volcanoes and diving.



Appendix 3: Papua New Guinea



Map courtesy of maplibrary.com

Papua New Guinea (PNG) has a population of around six and half million people. Approximately 800 indigenous languages are still in use by people from a society that ranges from traditional village-based life to modern urban living. Underlying the Papua New Guinean culture is the wantok system. Wantok, or 'one talk', refers to the people who speak your language or your extended family/clan; a Papua New Guinean's primary loyalty will be to their wantoks. The country is predominately Christian, with indigenous faith and spirituality still important to many local people.

For more information on Papua New Guinea, see:

- The website of the National Parliament of PNG: <http://www.parliament.gov.pg/>
- Economic overview: <http://data.worldbank.org/country/papua-new-guinea>
- New Zealand Aid Programme in PNG: <https://www.mfat.govt.nz/en/aid-and-development/our-work-in-the-pacific/aid-partnership-with-papua-new-guinea/>

VSA in Papua New Guinea

VSA has been in Papua New Guinea since 1970 and works with partners to strengthen the quality of education, build community support networks and secure livelihoods for rural people. Since 2005 we have concentrated our efforts to work in the New Guinea Islands' three provinces: East New Britain, West New Britain and New Ireland. VSA has a field office in Kokopo, East New Britain, staffed by a Programme Manager.

General security

Volunteers are required to be security conscious and adhere to the advice of their partner organisations, VSA, and the New Zealand Embassy in Port Moresby on security matters. If there is a major emergency or should security deteriorate, VSA has established evacuation procedures and volunteers will be fully supported by the field staff in Kokopo. The VSA field staff will go through the ground security measures with the volunteer on arrival in country and develop an individual security plan.

It remains good practice to secure belongings and valuables out of sight, not move about alone at night and avoid demonstrations, street rallies and public gatherings.

