



**Position: Environmental Education Coordinator – Border-Kei Region  
1 year fixed-term contract post**

The WESSA Border-Kei Region is looking for an *Environmental Education (EE) Co-ordinator* to start as soon as possible.

The post will be based at the WESSA Border-Kei Offices, East London, Eastern Cape. However the position will require traveling throughout the broader Eastern Cape area. The incumbent will be expected to support both the schools and communities with environmental education and sustainability-focused activities.

**Key Performance Areas include:**

- Develop and facilitate teacher capacity building workshops focusing on EE and the development of Teacher and Learner Support Materials.
- Provide mentoring support to schools and communities within the requirements of our education programmes and strategies
- Nurture and expand existing and potential partnerships within the context of the programme
- Facilitate network learning events
- Monthly and biannual reporting.
- Assist the Line Manager with other EE related activities
- Maintain accurate financial and budgetary controls as related to the programme

**Minimum qualification required for this position:**

- Preferably a teaching qualification with 2-3 years' experience with Environmental Education, Natural Science, Social Science (or related fields) preferably with adults. An Environmental Sciences qualification (or related fields) will also be considered.

**Technical Skills Required:**

- Possess a sound knowledge of sustainable issues particularly in relation to energy and renewable energy
- Understanding of the Department of Basic Education Policies
- Understanding of environment and sustainability issues and challenges, especially within a rural setting
- Valid driver's license
- Computer skills

**Behavioural skills required for this position:**

- Ability to work independently
- Good time management and prioritization skills
- Good co-ordination skills
- Good networking and communication skills (preferably in both English and isiXhosa)
- Good interpersonal and team skills
- A genuine desire to work in an NGO environment
- Willingness to travel within the Eastern Cape

Please send a covering letter, summarised CV and three contactable references to:

Sarah Alcock, Human Resources, [sarah@wessa.co.za](mailto:sarah@wessa.co.za)

Closing date for applications: Thursday 23<sup>rd</sup> May 2013 at 5pm