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## Educational Facilitator and Program Coordinator

Achvat Amim, a leading educational and movement building platform, is looking for an Educational Facilitator and Program Coordinator to join our team and oversee our educational, volunteer, and participant processes. The Educational Facilitator and Program Coordinator will be involved in the larger organizational life of Achvat Amim and its strategic development. This is a great opportunity for someone who is passionate about critical education, group facilitation, and solidarity organizing.

### **About Solidarity of Nations - Achvat Amim:**

Since 2013 Achvat Amim has worked to bring international communities into the movement for peace, justice, and equality between Israelis and Palestinians. We bring five-month cohorts of international justice seekers to live communally in the heart of Jerusalem, participate in a critical and democratic educational process, and volunteer with prominent human rights and shared society organizations. We are committed to resourcing our communities with the practical skills, analytic frameworks, and cross-community relationships they need to function as sustained actors within broader democratic movements and advocacy initiatives.

### **About the Post:**

We are looking to recruit an Educational Facilitator and Program Coordinator to join our dynamic team. This individual will function as the primary program facilitator responsible for overseeing the general operation of our educational and cohort processes as central components of our work and movement building.

The individual will work as part of a three person leadership team directing the organizational life of Achvat Amim, and will be present for all internal organizational processes and partnership-building activities as appropriate to that task. They will work closely with other staff, organizational partners, and program participants to advance Achvat Amim's mission of peace, justice, and self-determination for all.

LGBTQ+ people, women, people of color, and people with disabilities are encouraged to apply.

**Location:** Jerusalem

**Hours:** 50% in January, 100% starting in February.

**Salary:** 7200 NIS

**Start Date:** January 2020

**Minimum Commitment:** Two Years

## Responsibilities:

Task	Description
Direct Educational Process	<ul style="list-style-type: none"><li>· Oversee the programmatic and logistical operation of a half year experiential learning program for internationals in Jerusalem.</li> <li>· Design, coordinate, and facilitate comprehensive educational curricula related to community life, justice struggles, and power relations in the region.</li> <li>· Co-vision, coordinate, and facilitate learning days with cohort members in a participatory learning process.</li></ul>
Manage Volunteer Placements	<ul style="list-style-type: none"><li>· Coordinate volunteer placements for participants with human rights organizations, shared society initiatives, and community empowerment organizations in the region.</li> <li>· Manage relationships and organizational partnerships with placement sites and contacts.</li> <li>· Facilitate participants through their placement experiences and be available for support.</li></ul>
Facilitate Group Process	<ul style="list-style-type: none"><li>· Facilitate a participatory cohort process and attend to group dynamics.</li> <li>· Attend and facilitate weekly cohort meetings</li> <li>· Coordinate and support program participants as they facilitate cohort meetings and processes.</li></ul>
Manage Apartment and Group Logistics	<ul style="list-style-type: none"><li>· Manage apartment utilities, facilities, appliances, and bills.</li> <li>· Manage the financial and logistical systems of the cohort in communication with participants.</li></ul>
Oversee Safety and Security Practices	<ul style="list-style-type: none"><li>· Develop and communicate safety and health guidelines to participants that are responsive to developments and circumstances in the region.</li> <li>· Monitor news and security developments. Communicate with participants when relevant.</li></ul>

## **Skills and Experience Required:**

### **Experience:**

- At least three years experience working in group facilitation and education.
- Experience in relevant social justice movements for peace, justice, and political equality.
- Experience managing projects and relationships involving diverse individuals and communities.

### **Skills:**

- Strong organisational skills.
- Ability to drive is a plus.
- Excellent written and oral communication skills in English
- Strong interpersonal skills.
- Ability to work well in a diverse team, as well as with a wide range of volunteers, activists, and partners.
- First Aid Certification a plus.

### **Knowledge & Values:**

- Deep commitment to Achvat Amim's core values of solidarity, peace, equality, and self-determination.
- In depth understanding and knowledge of regional politics and discourse.
- Knowledge of Hebrew and Arabic is a plus.
- General familiarity with social movement theory, history, and practice.
- General familiarity with critical pedagogy and democratic education practice and theory.
- Commitment to racial, gender, economic, and disability justice.
- Comfortable traveling and facilitating programming across a variety of geographic contexts, including East Jerusalem and Area C of the West Bank.
- Willingness to get involved as situationally required in a range of work beyond the scope of the job description.

### **To Apply:**

Please send a copy of your CV and a cover letter of no more than two pages to [Dana@AchvatAmim.org](mailto:Dana@AchvatAmim.org). **The closing date for applications is Sunday November 8, 2020.**