



ITM VACANCIES

EDUCATION OFFICER

DIRECTOR'S OFFICE
EDUCATION OFFICE

🕒 Apply before: 17 Sep.

i INTRODUCTION

The Institute of Tropical Medicine (ITM) is internationally recognised as a centre of excellence for education, research and service delivery in the field of tropical medicine and public health in low and middle income countries (LMIC).

The Education Office coordinates, supports and promotes all teaching and training activities of ITM. It contributes to the development, implementation and quality assurance of academic policies, including innovation, international networking and alumni coordination.

We are seeking to recruit an educational expert to reinforce the pedagogical and organizational capacities of the team, which is part of the Director's office and reports to the Management Committee. The new officer will report to the head of the Education Office and collaborate closely with departmental and central units involved in teaching, research and management.

📄 PROFILE

- You have a master degree in education sciences or in another field with an additional postgraduate degree in education. A PhD in a relevant field is an asset.
- You have strong organisational, managerial and communicative skills, able to convince based on expertise and evidence.
- You have good analytical skills and you are capable of translating operational needs in a dialogue with IT experts.
- You have experience in teaching, curriculum development and quality assurance in higher education.
- You have a pro-active, can-do mentality. You are flexible, client-oriented and creative.
- You are committed to high standards of quality, integrity and partnership.
- You are fluent in spoken and written English. Knowledge of French, Dutch and/or Spanish are strong assets
- You are willing to travel within and outside Europe, especially in low- and middle income countries.

ASSIGNMENT

- You will contribute pro-actively to the roll-out and management of ITM Education Office, i.e. formulate its vision, mission and tasks, develop strategic and operational plans, determine the division of tasks and resources.
- You will support ITM's management in the maintenance, development and innovation of the educational strategy and portfolio of ITM.
- You will analyse the (supporting) educational processes, suggest and implement improvements.
- You will develop and coordinate and facilitate teacher training, coaching and assessment.
- You will contribute to the quality management and assurance of the educational programmes as well as their impact assessment, particularly in low and middle income countries.

OFFER

- An intellectually stimulating, international and socially committed environment, encouraging personal initiative and development.
- A work place in the historical and vibrant city centre of Antwerp.
- A full-time contract of undetermined duration.
- A salary package depending on your profile and professional experience, including supplementary benefits such as additional private pension scheme, public transport subscription and/or bicycle fee, meal vouchers subscription.

INTERESTED?

For more information, contact Govert Van Heusden (gvheusden@itg.be (<mailto:gvheusden@itg.be>)). Send your application with motivation letter and ITM application form to vacatures@itg.be (<mailto:vacatures@itg.be>) by 17 September 2017. Please use the application form available as a download on www.itg.be/vacatures.

(<http://www.itg.be/itg/GeneralSite/longhairearly.aspx>)

