



**Kids Play International- Field Based Program Coordinator
Siem Reap, Cambodia
2-year contract**

Kids Play is seeking a Cambodia Field Based Program Coordinator (PC) who recognizes and understands how sport can promote gender equity and create social change. This is also someone who is excited and inspired to work in a rural village helping to empower both girls and boys through sport to challenge harmful gender stereotypes which can create a more equitable society. Kids Play's PC should ideally be someone who has lived or travelled abroad, played/enjoys/understands how sport can be used as a tool to promote social change, is an advocate for equality between girls and boys and has excellent organizational, writing and communication and presentation skills. Candidates should be interested and committed to working in a local rural village outside of Siem Reap, Cambodia.

The overall responsibilities will include; developing and facilitating gender equity and sport curriculum (rugby, lacrosse, softball, track/field, etc) for our year round Let's Play Fair, All Girls United, Play Fair Community Day programs, facilitating our Play Fair Workshop to local partners (coaches/teachers, etc.), planning and executing special events/camps throughout the year, leading coach capacity trainings, assisting in coach and youth professional development trainings, networking with local partners, executing required activities within awarded grants, building deeper impact with our partner schools and parents, observing and collecting data on all programs, help organize volunteer trip itineraries/activities, writing reports and managing social media content and newsletters.

SCOPE OF WORK & DESIRED OUTCOMES:

Position: Field Based Program Coordinator- Siem Reap, Cambodia

Primary Duties and Responsibilities include (but not limited to):

Programs Support

- Design, write and conduct coaches trainings around seasonal curriculum for Let's Play Fair, All Girls United and Fair Play Community programs within KPI's existing curriculum framework.
- Plan and execute at least 3 community days per year that involve an outside community partner that complements KPI's gender equity work.
- Help plan and execute Partner School educational sessions around MHM, SRH, importance of girls education, etc.
- Help deliver ongoing curriculum and professional development trainings to KPI's coaching staff.
- Learn, Practice and Facilitate our Play Fair Inclusion Workshop to other local NGO's (coaches/teachers/youth workers)
- Help oversee school giving program and build parent relationships.
- Assist coaching staff in the carrying out weekly LPF, AGU and Community Day program sessions.
- Organize and coordinate volunteer trips.

- Help Design and Conduct and evaluate activities as outlined in grants KPI has received.

Monitoring & Evaluation

- Attend weekly LPF, AGU and Community Day programming and coach professional development sessions and complete observation reports for each.
- Help collect program attendance, school attendance, school grades, exam scores on a regular basis.
- Maintain updated excel database with all of this information for monitoring and evaluation purposes.
- Conduct survey, observations and focus group discussions as they pertain to monitor and evaluation of activities outlined in grants.

Business Development

- Help write monthly program newsletters, and maintain weekly KPI Facebook, Instagram and Twitter as it pertains to programming.
- Help capture ongoing photographs, videos, and testimonials of participants and Coaches for social media, website, and funding purposes.
- Serve as a Kids Play representative for the organization in partnership meetings and site visits.
- Write weekly and quarterly reports for and assist with other grant reports per the activities you are working on.

Compensation:

- Dependent on experience
- Includes Housing stipend
- KPI related expenses; internet, phone, transportation.
- Visa

All candidates should email a cover letter describing their interest and qualifications and a current resume to: info@kidsplayintl.org. Please include "CAM Program Coordinator" in the subject line. Deadline January 31, 2020.

Visit our website: www.kidsplayintl.org to learn more.

Interviews will be rolling. Expected start date is between March 1 and April 1, 2020.

Thank you!