



Peace Corps – Panamá

VACANCY ANNOUNCEMENT 23-025

OPEN TO: All Interested Candidates
POSITION: Program and Training Specialist for the Youth Leadership Development Program (YLD PTS), local Personal Services Contractor
OPENING DATE: **October 19, 2023**
CLOSING DATE: **November 3, 2023**
WORK HOURS: Full-time; 40 hours/week

The **Youth Leadership Development (YLD)** program complements the national initiatives carried out by the Ministries of Education (MEDUCA) and Social Development (MIDES). The program seeks to provide opportunities for Panamanians ages 12 to 19 to develop and strengthen their knowledge and life skills such as self-esteem, decision-making and problem-solving, social and communication skills, making positive contributions in their communities, and preparing for future employment.

The YLD program places Peace Corps Volunteers in communities with public middle and high schools to collaborate with youth service providers such as school counsellors, teachers, local community leaders, parents and youth leaders as well as regional social services, youth-focused NGOs and other complementary groups. Volunteers and their local counterparts will co-plan and co-facilitate school and community-based activities to support young people to successfully meet personal life challenges.

MAJOR RESPONSIBILITIES:

- Design a youth leadership development training program and facilitate participatory learning experiences for US American Volunteers on topics such as: Positive youth development, life skills, employability skills, digital literacy, sports and recreational activities focus on life skills, mentoring, behavior change, capacity building at the community level, leadership and organization for community groups, and monitoring and evaluation taking to account Panamanian culture, language and Peace Corps' approach to community-based development.
- Provide overall administrative and programmatic support to the Youth Health and Well-Being program and Youth Leadership Development Program.
- Collaborate with the Program Manager in maintaining and developing relationships with strategic partners, including government and non-government organizations provide continual technical training, coaching, mentoring monitoring, and feedback during site visits, phone calls, WhatsApp messages and in-person appointments to support Volunteers' development of professional competencies to effectively serve their assigned communities under both programs.
- Carry out site identification and Volunteer visits throughout the country along with the Program Manager supporting with the preparation of programmatic reports to be shared with PC headquarters, Host Country, and donor agencies, as required.
- Based in Panama City; ability to work a Monday through Friday schedule with evening and weekend hours when necessary and during emergencies, including traveling throughout Panama at times; travel 30-40% of time to the interior visiting Volunteers and counterparts;

requiring the ability to drive 4X4 manual transmission vehicle on rough roads and a willingness to travel to and hike in remote areas of Panama.

REQUIRED QUALIFICATIONS:

In order to be pre-selected for an interview, the applicant must submit an application that clearly documents how they meet the following requirements:

Minimum Required Education and Experience:

- **Education:** Bachelor's in education, or related technical field (Arts, Psychology, Social Work, Special Education, Sociology, International Affairs, Science, Community Development, etc.). Master's degree in education or related technical field will be a plus.
- **Experience in the field:**
 - At least 2 years of experience working on designing & facilitating training sessions for adults. Must possess excellent facilitation skills (in both Spanish and English).
 - At least 2 years of experience working directly with programs in rural education or development setting.
 - At least 1 year of International Development experience or Organizational Development experience in a multicultural context.
 - At least 1 year of experience in building partnerships, networking with organizations, community engagement or relevant public relations experience.
 - At least 1 year of experience working with specific diverse populations within Panama
- **Language Proficiency:** Speaks, reads, and writes Spanish and English (minimum of Working Knowledge of English).
- **Computer literate:** *Advanced computer proficiency in MS Office: Windows, Excel, Word.*
- **Other skills and abilities:**
 - Good organization and time management skills; willingness to take initiative; excellent teamwork skills, strong service attitude; personal integrity; flexibility; strong interest in Panama's development.
 - Excellent interpersonal communications skills, including the ability to lead, motivate, coach and advise adults.
- **Driving:** *A valid driver's license and stated availability to travel (driving 4x4 official vehicles with manual transmissions on rough roads).*
- **Valid local residency:** Peace Corps may consider applicants with a Panamanian work permit for at least 2 years or US citizens but reserves the right to prioritize host country national candidates
- **Security and Medical Clearances:**
 - *Ability to pass a background check and maintain a security clearance.*
 - *Ability to pass a medical clearance and maintain.*

Salary and Benefits

\$1,938-\$2,200 (gross monthly salary, commensurate with previous experience within salary range, bonus, health/life insurance, transportation allowance). This is a Personal-Service Contractor (PSC)/local hire position.

Application Process

Letter of Interest, three references, the driving valid license, and resume stating each of the minimum required education and experience qualifications (all in English) to be submitted each as a separate document in PDF format as an attachment by email to PA-hiring@peacecorps.gov due by **November 3rd 2023**. Subject line in the email must read: **PEACE CORPS YLD PTS**

No phone calls please. ALL applications must be received via email. **Interviews and testing are expected to be scheduled on the week of November 13th, 2023.** Just those top qualified candidates will be called the previous week for interview.

For additional information regarding Peace Corps, please visit our website at <http://panama.peacecorps.gov> or social media forums: Facebook: Peace Corps Panama / Instagram: PeaceCorpsPanama.