



MSYP 2023

Job Description - Senior Teacher



Mostar Summer Youth Program

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About MSYP

The Mostar Summer Youth Program (MSYP) is a unique, free English-language educational summer program that provides youth aged 14-19 from Mostar, Bosnia and Herzegovina and the surrounding area with opportunities to improve their self-confidence and key skills. MSYP aspires to be a hub for youth leadership, volunteerism, and entrepreneurship. The program empowers participants in their educational, social and professional ambitions by connecting them with a uniquely diverse group of peers, as well as organizations and businesses working in and around Mostar. It includes courses that encourage critical thinking, creativity and practical skills including: spoken and written English, leadership, teamwork and creative and strategic thinking. Such skills are highly relevant to Mostar's young population and, unfortunately, largely absent from Bosnia and Herzegovina's formal school curriculum. In previous years, MSYP has featured workshops and courses on a diverse range of subjects including: Art History, Media Studies, International Relations, Social Activism, Business Development, Creative Writing, Critical Theory, Economics, Human Rights, Mathematics and Logic, Philosophy, and Sustainable Development.

MSYP was founded in 2014 by Dilia Zwart, Freya Nowell and Sho Igawa, university students from the UK and the US. Initially, it was established with the help of a *Davis Projects for Peace* grant and local partners *Naša Djeca Fondacija* and *United World College (UWC) Mostar*. The first MSYP had over 40 participants and 15 volunteer staff members, offering 14 taught courses and 12 extracurricular workshops, trips and events. The program received excellent feedback from the volunteers, participants and their families and the local organizations who engaged with it, as well as from the local community more broadly, driving the management team to sustain and grow MSYP ever since. Since its foundation, MSYP has engaged over 90 volunteers (including experienced teachers, university students and working professionals), delivered 9 summer programs for over 350 young people and established several additional programs and activities. We have launched a second annual summer program focused on science education (mostarsyp.org/LAB), published an anthology of our participants' poetry and prose (learnljubav.org), started a youth blog (mostaryouthplatform.wordpress.com) and organized several one-off workshops and taught courses, including coding courses, professional skills workshops, book and film clubs and courses on mental health and emotional intelligence. Our sources of funding have included grants from organizations such as the *United Nations Population Fund*, *Schüler Helfen Leben*, *Konrad Adenauer Stiftung*, *Inclusive Movement for Bosnia and Herzegovina* and local sponsors including IT company *Northcape Software* and design and print firm *Fram Ziral*. Also of note are our private donors and generous in-kind donations from a number of partners, most notably *UWC Mostar*, *INTERA Technology Park* and *Naša Djeca Fondacija*.

In January 2022, we completed registration as a non-governmental organization based in Bosnia and Herzegovina, under the name *UčiMo Fondacija*. *UčiMo* aims to equip youth with skills and academic knowledge that will empower them in their educational, social, and professional ambitions and engage them as active members of the global community. By working with educators from across Bosnia and Herzegovina and around the world, we foster the exchange of ideas and knowledge across cultures. Our multidisciplinary programs - including our flagship program MSYP - are learner-oriented, drawing on the UčiMo Educational Model: Learn, Engage, Create, Explore, Connect. The word 'UčiMo' can mean both 'we teach' and 'we learn' in the local language, and the emphasis on 'Mo' reminds us of our continued passion for working with and learning from the unique community of our founding city, Mostar. *UčiMo*'s permanent managing team, all of whom are volunteers and several of whom are MSYP alumni themselves, consists of a Board of Directors (Dilia Zwart [Chair], Elma Beslić, Ana Gvozdić, Lana Hadžiosmanović, Marija Ivanović, Emina Mehić, Martina Perić, Bruno Stojčić and Selma Zuljević) and Acting President (Freya Nowell).

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MSYP 2023

This year, MSYP will run between Monday 26 June - Friday 14 July 2023. Workshops, courses and the majority of extracurricular activities and events will be held at UWC Mostar, 09.00-15:00, Monday to Friday throughout the program. Some off-site day trips are also expected to be organised during the program.

Key Information

Job title: Senior Teacher

Time commitment: All pre-program planning, team-building and training meetings, including support meetings with less experienced teachers (times and dates TBC but these meetings will likely start from April 2023), 08.45-15.30 throughout MSYP, plus an evening closing event on the final day, staff meetings, planning time.

Program dates: Monday 19 June - Friday 7 July 2023

Location: UWC Mostar, Mostar, Bosnia and Herzegovina

Position reports to: MSYP Program Manager/s

Main responsibilities: Support the design and delivery of pre-program teacher training, independently design and facilitate 1-2 workshops/activities, prepare and teach at least one 2-week course, support less experienced teachers and a teaching assistant with course preparation and delivery before and after the program, support a small 'tutor group' of participants throughout the program through regular meetings, attend all staff meetings, support the planning and delivery of the program's extracurricular workshops, activities and off-site trips in coordination with the program management team.

Remuneration: As this post is voluntary, you will not be remunerated for your time working with the program, however we offer all teachers and program managers at our summer programs the option to opt-in to receive a volunteer stipend of 100 KM per week of program delivery, a total value of 300KM for MSYP. We offer these stipends to support our volunteers with the costs of travel, food and drink during their time volunteering with us. If you intend to apply to grant-giving or educational institutions for funding to cover part or all of your time with the program, we encourage you to do this alongside completing your application to work with us and we are happy to provide references as required.

Role Description

Requirements and Expectations

Ahead of MSYP, in April and May 2023 (dates TBC), two online team-building and training sessions will be held for all MSYP staff (dates TBC) and on Sunday 18 June there will also be a final, in-person training session for all staff. You will be expected to attend all of these sessions. Senior Teachers will also be expected to attend several additional online planning sessions ahead of the program to support planning for the training and support of less experienced teachers, and to plan out the program's schedule of workshops and trips in coordination with the program management team.

As a Senior Teacher at MSYP, you will be responsible for co-facilitating workshops covering a broad range of subject areas, as well as independently designing and delivering at least one thematic course and one workshop/talk, to be taught in English. You will also be expected to support a 'tutor group' of participants and staff a range of activities. It's



important that you have prior experience of working with young people, including prior teaching experience, and that you are passionate about your taught subject/s of choice.

During the first week of the program, you will work alongside other members of the staff team to lead participant discussion groups during workshops on topics spanning politics, economics, social entrepreneurship, science and the arts. As a Senior Teacher, you will also be directly involved in designing and leading the activities that make up the first week of the program. Courses will run over the two final weeks of the program (for 9 days in total) and will be made up of a total of approx. 9 hours of teaching (approx. 1 hour per day). Courses should be designed with this timeframe in mind and, whilst content is flexible, the subject matter and format must be agreed upon in advance with the program management team via email exchanges and virtual meetings. You will deliver your course/s to groups of 10-20 pupils aged 14-19, all with a good knowledge of English language. Participants are encouraged to attend all classes daily, with an expectation that they will attend at least 6 out of 9 lessons of a course in order to receive a certificate in recognition of their completing it. As a Senior Teacher, you will also be expected to support at least one less experienced teacher with their course planning and work with a teaching assistant (a member of the program's alumni) to deliver your course. This support will begin before the program, as early as April 2023, when teachers are starting to plan their course content, in the form of online meetings and will include observations and feedback for other teachers to support their continued professional development.

All staff will also be expected to attend and contribute proactively to the program's opening and closing events, as well as staff meetings. You should also expect to contribute to some day-to-day program operations as requested by the program management team (e.g. setting up classrooms, collecting printing) and to support the rest of the staff team as needed. Throughout the program, you will be supported by the program management team, who will be able to help you organise and facilitate your course/s.

Contractual Commitment

Staff are expected to commit to work over the three weeks of the program, and to undertake prior preparation and training (including a number of fixed staff meetings) as necessary, as per the working hours and expectations set out above. In order to carry out this role effectively, you will be required to independently plan and organise your course/s and any other workshop/events you are due to lead both prior to and during the program. You will receive support from the program management team, who will require progress updates from you.

Code of conduct and safeguarding checks

You will need to comply with UčiMo's staff code of conduct regarding appropriate staff behaviour for the duration of your work with the program. This will be given to you in advance of the program and will be covered in full during training. In addition, after your acceptance as staff member of MSYP, you may need to provide us with a criminal record certificate.

Flexibility

For MSYP to run efficiently, it is important that all staff remain flexible and willing to be called upon to work outside the remit referred to above where it is deemed by the program management team to be in the best interests of the program.

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This document summarises the purpose of the job and lists its key tasks. It is not a definitive list of all the tasks to be undertaken as those can vary from time to time at the discretion of the program management team, in consultation with the member of staff.

If you need any additional information or if you have any questions please get in touch with us at mostarsyp@gmail.com