

**National Social Inclusion Foundation**  
**6<sup>th</sup> Floor, Garden Tower, La Poudriere Street, Port-Louis**  
**Tel: 405-5152/405-5169**

**SCHEME OF SERVICE**

<b>POST</b>	Capacity Building Manager Fortified Learning Environment Unit (FLEU)
<b>SALARY:</b>	Rs 60,000 per month plus salary compensation at approved rates.
<b>TRAVELLING &amp; CELL PHONE ALLOWANCE:</b>	Travelling allowance by car of Rs 9,000 and cell phone allowance of Rs 1,000 per month
<b>DURATION</b>	One year with possibility of renewal for another period of one year
<b>QUALIFICATIONS/EXPERIENCE/SKILLS</b>	<ul style="list-style-type: none"> <li>• A Degree in Management or Social Sciences from a recognized institution or equivalent qualifications acceptable to the Foundation.</li> <li>• A Post Graduate qualification will be an advantage.</li> <li>• At least 5 years' experience in the design and implementation of capacity building programmes and curriculum development.</li> <li>• Experience in monitoring and evaluation of capacity building program and curriculum development would be an advantage.</li> <li>• Good communication and interpersonal skills.</li> <li>• Ability to work in teams and be result oriented.</li> <li>• Be computer literate.</li> </ul>
<b>DUTIES &amp; RESPONSIBILITIES</b>	1. To develop and implement a capacity development strategy for the FLE Programmes in collaboration with the programme Manager and Health and Wellbeing Manager.

	<ol style="list-style-type: none"><li>2. To ensure proper follow up of the implementation of Fortified Learning Environment (FLE) Programmes through fields visits to collect data, check progress, identify constraints, propose improvements and submit regular feedback reports.</li><li>3. To identify and build strong alliances with training institutions and stakeholders.</li><li>4. To devise and conduct tailor made training programs for Fortified Learning Environment (FLE) stakeholders.</li><li>5. To coordinate and monitor Fortified Learning Environment (FLE) Programmes and Projects.</li><li>6. To perform such other cognate duties as may be assigned by the Secretary General.</li></ol>
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