

## Contract on Services

Teachers of English Association of Kazakhstan (KazTEA) and the Regional English Language Office of the U.S. Embassy in Nur-Sultan will launch the American English Massive Open Online Course (MOOC) Facilitated Sessions Project in 16 cities of the Republic of Kazakhstan.

KazTEA is announcing a call to contract short-term facilitators to conduct the American English MOOC Facilitated Sessions for pre- and in-service EFL and STEM teachers with intermediate to advanced English Language skills in 16 cities including Nur-Sultan, Almaty, Aktau, Aktobe, Atyrau, Karaganda, Kokshetau, Kostanay, Kyzylorda, Pavlodar, Petropavlovsk, Semey, Shymkent, Taraz, Uralsk and Ust-Kamenogorsk.

## Description of the Project

The AE MOOC Facilitated Sessions Project will involve three different sections within the U.S. Mission Kazakhstan: Regional English Language Office, Cultural Affairs Office and American Corners / Spaces. The project will enhance the use of the digital resources and their embedding into the EFL and STEM training programs at Kazakhstani educational institutions. The American English MOOC Facilitated Sessions Project will cover two AE MOOCs: STEM and Media Literacy which will run for seven weeks each. The facilitated sessions will cover two academic hours per week.

The project is sponsored by the U.S. Department of State.

## Project Objectives

**Objective # 1:** To engage appropriate educators who will make best use of digital and online resources at their host institutions.

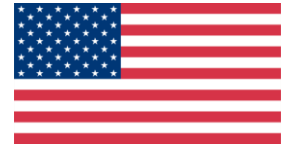
### Activities:

- Announce an open call for applications through local Universities, American Corners, educational organizations to recruit participants;
- Select the appropriate and motivated participants (pre- and in-service teachers) and form the groups to meet on a regular basis.
- Announce the programs/schedules at American Corners/Spaces and Universities

**Objective # 2:** Introduce English language teachers, English language learners and American Corner Coordinators how to access and utilize online English language resources offered through American English resources.

### Activities:

- Facilitate sessions using the AE MOOCs, assisting participants to navigate the course/s.
- Introduce other American English resources.
- Evaluate the participants' progress. Provide feedback during the sessions.



## Selection criteria

The successful applicant will demonstrate:

- Relevant qualification in education and experience of working with pre-service and in-service education training;
- Digital skills in teaching and training;
- Communication skills in the English language (B2+);
- Strong business-like communication skills in native language;
- Experience of online learning/ training;
- Time management skills;
- Experience of facilitating group discussions relating to English language learning;
- Experience of observing learning / giving feedback

## Duration of the Contract

The duration of the contract will be from November 25, 2019 to June 30, 2020. All selected facilitators will be required to attend training on November 25-26 in Shymkent. This training is obligatory and no exceptions will be made.

## Payment terms

Honorarium will be initiated upon submission of the duly collected data. The wage is \$15.00 USD per academic hour.

## Copyright and confidentiality

The Facilitator shall not disclose any proprietary or confidential information outside the scope of the project without the permission and prior written consent of the KazTEA. Any personal data processed in connection with the project shall only be processed for those purposes, and only in accordance with the requirements of the KazTEA.

The KazTEA requires copyright on all intellectual property produced as an exclusive and direct consequence of KazTEA funding.

## How to Apply

Please send your completed Application forms to [kaztea2014@gmail.com](mailto:kaztea2014@gmail.com) with the title **AEMOOC\_Facilitator** by **23:59 Astana time on October 14, 2019** at the latest.

Please note, we can only respond to successful applicants and only within 5 working days of the application deadline.