

JOB POSTING:
SOCIAL WORKER/EDUCATOR
FOR PASSERELLES NUMERIQUES PHILIPPINES

Organisation	Passerelles numériques
Reporting to	Selection and Education Manager
Status	Regular Employment/ Full Time
Project	Passerelles numériques Philippines
Start date / duration	ASAP
Location	Cebu City, Philippines

1. BACKGROUND

Passerelles numériques (PN), a non-profit organization, is dedicated to enabling highly disadvantaged youths, through their abilities and their commitment, to access education and technical and vocational training, in the sector of Information Technology. We work to build strong employability which will allow them and their families to sustainably escape poverty, and contribute to the social and economic development of their countries.

Established in Cambodia, the Philippines and Vietnam, Passerelles numériques currently trains around 500 students and employs around 100 people based in these three countries including a small team in France.

Passerelles numériques relies on the financial and skills sponsorship of several corporate partners such as Accenture, Econocom and Microsoft and also receives support from individual donors.

In the Philippines, Passerelles numériques started its mission in 2009, with a training center based in Cebu, in the central region of the Visayas. PN Philippines offers a two years and a half vocational training program for young people from underserved backgrounds.

Website: <https://www.passerellesnumeriques.org/en>
<https://www.passerellesnumeriques.org/en/our-actions/philippines/>

2. CONTEXT AND MISSION

PNP is looking for a compassionate Registered Social Worker to join the Education Team as an Educator, willing to share his/her knowledge and skills to underprivileged students and to help serve the communities.

Students are selected based on performance, motivation and social background. During 2.5 years of their scholarship, they firstly live in a center, then in boarding houses, while they

study at San Carlos University and have an 'On the Job Training' during 10 months in IT companies in Cebu. The Educator in PN is a guiding and caring figure able to observe, monitor and address any specific issues and cases.

3. DUTIES AND RESPONSIBILITIES

- Regularly follow up on the students and give them counselling sessions in terms of behaviour and academic performance and coordinate with the team in case of any issues
- Facilitate/Teach developmental activities to fully help the students grow mature and responsible young adults
- Ensure that students follow the rules and the schedules of the program
- Address medical, legal and psychological issues of the students and determine interventions with the help of the team
- Maintains records of cases by documenting students' situations and actions
- Serve as a link with the families towards the organization on matters that affect the studies of the students
- Other tasks that are directed by the Education Manager related to the implementation of the program

4. SKILLS AND EXPERIENCE

- EDUCATION
 - Registered Social Worker
- PROFESSIONAL EXPERIENCE
 - Have at least 6 months to 1 year experience as a registered social worker or equivalent
 - Previously worked with an NGO in a similar field
 - Previous background in working with youth
- SKILLS
 - With experience in the above mentioned fields but self starters can also apply
 - Proficient in Microsoft Office : Excel, Word, Powerpoint, etc.
 - Must be involved and dedicated to the students and the project
 - Should be confident to handle the youth
 - Should be strong, firm and demanding with the students, but also understanding, flexible and open to their specific situation
 - Should be ready for a challenging but fulfilling professional experience
- LANGUAGES
 - Good level of English (spoken and written language will be English)
 - Ability to understand Bisaya and other dialects but not necessary

5. STATUS AND CONDITIONS

- Open to a flexible schedule

- Committed to work in NGO set-up
- Can work in multicultural and dynamic environment

6. HOW TO APPLY

To apply, please send your CV and cover letter in English to the attention of **Irish May Bulan** at jobs.ph@passerellesnumeriques.org