

THE NCDC JOB ADVERT

Applications are invited from appropriately qualified Ugandans for the following posts available for immediate filling at the National Curriculum Development Centre. NCDC is an Equal Opportunities Employer. Closing date for applications is 19th February 2018. Only short-listed applicants will be contacted. 6 copies of: the application letter indicating three (3) referees, a detailed CV, Photocopies of Certificates and Academic Transcripts should be submitted to:

**The Secretary, NCDC Governing Council, P. O. Box 7002, Kampala.
Background**

The National Curriculum Development Centre is a corporate body under the Ministry of Education and Sports. It is responsible for inter-alia development of curricula and related materials for various levels of education (i.e. Pre-Primary, Primary, Secondary and Tertiary), organising capacity building courses for stakeholders on curricula and matters related to curriculum.

1. Primary Department

Post: Curriculum Specialist - Local Language (Re-advertised)

Responsible to: Head of Department Primary.

Age: Not above 50 years

Scale: CD 5

Qualifications

- Masters degree in African languages with a bias in Ugandan languages or linguistics or Master of Education in Language and Literature Education
- Bachelors degree in Education or B.A Education with a Local Language as one of the subjects. Or Bachelors degree in any of Ugandan Languages with a qualification in Education or Bachelor of Education with Language Education as one of the subjects
- Applicants with Primary teaching methods will have an added advantage.
- Must be computer literate.

Nb: Applicants who had responded to the earlier advert need not to re-apply

2. Secondary Department

Post: Curriculum Specialist - Geography

Responsible to: Head of Department Secondary.

Age: Not above 50 years

Scale: CD 5

Qualifications

- Bachelor's Degree in Education with Geography as a teaching subject

- Bachelor of Science or Arts with Geography as a teaching subject and a Diploma/Post graduate Diploma in Education
- Masters degree in Geography or Land use & Regional development or any other field related to Geography

Main purpose of the job: To develop curricula and curriculum related materials.

Duties and responsibilities:

- (i) Initiates and develops ideas on curricular reforms.
- (ii) Develops and prepares subject syllabi, teachers' manuals, texts and other related curriculum materials.
- (iii) Organizes and conducts writing workshops.
- (iv) Writes, coordinates and edits curriculum units developed by the panel and other teachers.
- (v) Organizes and conducts orientation courses for teachers.
- (vi) Popularizes education in the relevant subject.
- (vii) Services the subject panel by planning and convening meetings, preparing working papers and furnishing the necessary data and relevant research reports.
- (viii) Any other duties as may be assigned by the Head of Department.

Experience: A minimum of 4 years teaching experience.