

JOB DESCRIPTION

JOB TITLE: Teacher of Entrepreneurship

REPORTS TO: Director of Studies

DIRECT REPORTS:

DATE PREPARED: June, 2020

JOB PURPOSE

To teach Entrepreneurship and to provide overall coordination for a team of facilitators who are working collaboratively to ensure that the students accomplish their overall course objectives.

Key Responsibilities

In Relation to Teaching

- Gain insights into the course learning objectives in order to guide the students in the use of relevant methods.
- Have a thorough understanding of Entrepreneurship.
- Teach lessons in innovation, product design, world class manufacturing and entrepreneurship.
- Ensure that the students' innovation process function methodically.
- Expose students to the issues of quality and desirability of products and their relation to production.
- Plan the teaching structured around specific milestones and deliverables throughout the course.
- Guide the students in decision making and throughout the process in relation to the course learning objectives in a structured manner.

- Ensure that the students manage to work independently and in that way learn on their own how to use methods, handle processes and be a part of a well functioning project collaboration, as well as reflecting on these acts.
- Complete term and other reports on the School Management System when implemented.
- Manage student behavior in the classroom by establishing and enforcing rules and procedures.
- Protect students from all forms of abuse.

- Keep updated with developments in subject area, teaching resources and methods and make relevant changes to instructional plans and activities

In Relation to Coordination

- Cooperate with the other team of educators in developing the course description, program design and the process of delivering the course, with a firm insight into the course content and structure of the course.
- Maintain the framework and structuring of the Innovation and Entrepreneurship program and coordinate teaching activities in relation to the course plan and the detailed program.
- Serve as the liaison between the students, facilitators and the visiting experts and guest facilitators.
- Organize visits to hubs and sites of participating manufacturers.
- Ensure the seamless scheduling of program activities involving other facilitators.
- Ensure cooperation and collaboration between all the participating teachers ensuring timely resolution of all issues.
- Handle communication and cooperation with students, experts and external organizations.

Other

- Participate in extracurricular activities such as social activities, sporting activities, clubs and student organizations.
- Keep updated with developments in subject area, teaching resources and methods and make relevant changes to instructional plans and activities
- Protect students from all forms of abuse.
- Carry out any other duties that may be assigned by the Head of Institute.

Qualifications and Experience

A Bachelor's degree in Business Administration, Economics, Entrepreneurship or Marketing with 3-5 years of post-graduate experience in industry, production, marketing or teaching.

Competencies

The Ideal candidate must be:

- Innovative and creative
- Be willing and able to learn quickly
- Able to work with young people
- Patient and Tolerant
- Amiable and be a team player.