

STUDENT PATHWAYS COORDINATOR



Position Title: Student Pathways Coordinator

Department: Cotton On Foundation Thailand

Location: Mae Sot, Thailand

Reports to: Foundation Manager - Thailand

Number of Reports: 0

A quality education gives every child the potential to change their world – that’s why we exist. Through a unique partnership with customers and team members, the Cotton On Foundation focuses on empowering youth globally through the delivery of quality educational projects in Uganda, South Africa, Thailand and Australia. Together, we believe we can help reduce poverty and improve the lives of those in need. We partner with communities to provide long-term opportunities across education, health, sustainability and infrastructure. To learn more about the Cotton On Foundation, head to www.cottononfoundation.org

POSITION PURPOSE

The Student Pathways Coordinator will work with students, caregivers, teachers and the community in COF supported schools to access to the Students Pathways program. The Student Pathways program provides the necessary support for students to develop individual plans to progress into further education, provides guidance to students and caregivers through career journey planning and supports students to obtain skills that will support them in securing employment or creating their own jobs at the completion of their education journey. The Student Pathways Coordinator will identify and develop partnerships with relevant Universities and Vocational Colleges to create new pathways into further education for migrant students.

QUALIFICATIONS AND EXPERIENCE / BACKGROUND

Proven experience in:

- Student guidance and career planning
- Event management and coordination
- Community engagement
- Working with students, teachers and caregivers
- Student sponsorship
- Partnership development

OTHER SKILLS, KNOWLEDGE, ATTRIBUTES AND PERSONAL QUALITIES

- Good understanding of Migrant education system in Mae Sot area (including GED Program)
- High level of understanding of the Thai and Myanmar further education sectors (University and Vocational)
- Good interpersonal skills, high level of integrity and good moral conduct
- Understanding of Thai language programs in school
- Excellent spoken & written English & Thai
- Excellent spoken Burmese & Karen
- Proficient in the use of a computer including Microsoft office suite
- Self-directed and capable of working with minimum supervision
- Ability to work within tight deadlines
- Excellent networking skills
- Excellent communication and reporting skills
- An open personality and acceptance of all races, creeds and cultures
- Strong commitment to Cotton On Foundation’s cause and values

SPECIAL REQUIREMENTS

The candidate must be able to live and work in Thailand legally and have the ability to travel throughout Thailand and Myanmar as required.

HOW TO APPLY

Ensure to apply online. Please see link www.cottongroupcareers.com

Should you experience any difficulties with the online application please forward your CV to the contact person below;

Gay Pho Yim – Foundation Manager, Thailand.

Email address: Pathways.thailand@cottonfoundation.org (insert **Student Pathways Coordinator** in subject line)