

- Setting curriculum guidelines
- Reviewing/ approving, editing academic/ lesson content as the department head
- Visit field to provide support and monitor academic activities.
- Complying with relevant government/non-government departments
- Support and promote each child's physical, social, emotional, cognitive and language development.
- Lead, train, support and manage department staff as the department head.
- Research new topics, maintain up to date subject knowledge and planning new curriculum materials.
- Use a variety of methods appropriate to students learning styles and varying demands of the syllabus.
- Develop teaching strategies

#### EDUCATION

Preferably B.E.D/M.E.D from an accredited university.

#### EXPERIENCE

At least 5 to 6 years' experience in curriculum development.

#### REQUIRED SKILLS

- Excellent written and verbal skills
- Efficient in leading a team
- Strong decision-making skills
- Proficient use of MS Office
- Fluent in Sindhi language