

Job Title: Education Assistant

Organization: Equitas - International Centre for Human Rights Education

Workplace: Work from home

Duration of the job: 16 weeks at 30h/week

Start date: As soon as possible

End date: May 06, 2022

Application deadline: **January 21, 2022.** Apply as soon as possible. Applications will be evaluated upon receipt.

Salary: \$16/hour

Number of positions: 1

Equitas - The International Centre for Human Rights Education is a non-profit organization founded in 1967 that promotes equality, social justice and respect for human dignity through human rights education programs in Canada and around the world.

Context

As a global leader in human rights education, Equitas' programs aim to empower people to address inequality and discrimination, and to work towards building more inclusive and rights-respecting communities. In recognition of the devastating impact on human rights caused by COVID-19, Equitas created [Global Rights Connection](#), a virtual training program aimed at building the capacity of organizations to implement human rights education activities (training sessions, advocacy or awareness raising, etc.).

The 10-week *Global Rights Connection* training program is no ordinary online course. It is a collaborative community in which participants connect with human rights advocates from around the world and leave with a unique certification in human rights education. It provides participants with transformative considerations, methodologies and approaches to human rights education, as well as the challenges faced by organizations, particularly in the context of the current global pandemic.

The [International Human Rights Training Program](#) (IH RTP) is a three-week training program that brings together approximately 100 participants from about 50 countries each year.

It is the only training in the world specifically for human rights educators. The training focuses on international human rights standards, current human rights issues and human rights education strategies.

This is a unique opportunity for human rights defenders, workers and educators to deepen their understanding of human rights and acquire practical tools to improve the effectiveness and impact of their work.

Main tasks and responsibilities

The intern's responsibilities include various tasks related to the management and support of a major international event in a cross-cultural context. The intern will be involved in activities related to *Global Rights Connection and the International Human Rights Training Program*. Under the supervision of the Senior Education Specialist, the individual will have the following responsibilities:

Global Rights Connection

- Update *Global Rights Connection* content as directed
- Follow up with participants
- Compilation and analysis of participants' individual plans
- Compile *Global Rights Connection* data
- Continue the work of compiling the animation team
- Prepare the schedule for a second edition
- Monitoring of online training in HRE

Regional Sessions and IHRTTP

Support the translation needs of the education team

- Support the preparation and revision of program manuals and materials
- Compile evaluations (as needed)
- Designing the layout of the manuals

Required knowledge and skills

- Special interest in human rights, racial justice, gender equality and international cooperation.
- Cultural sensitivity, courtesy and tact in communication.

- Excellent communication skills in English and French are a strong asset. Excellent writing skills in either language are required.
- Knowledge of education, online education and e-learning
- Strong computer skills: Outlook, Word, Excel, and PowerPoint.
- Knowledge of online learning platforms such as Moodle, Big Blue Button.
- Ability to work independently, as well as in a team environment.

How to apply

Interested and qualified candidates must submit the following to apply for this position:

- A CV
- A cover letter that contains:
 - Your interest in human rights education and social justice
 - What is your experience in education, online teaching and online training (include links to examples if applicable)
 - Your comfort level in learning to work with new technologies and platforms
 - What you would like to learn from this experience
 - What you would bring to this role

Please send your CV and cover letter by email to **Hervé Boudou** at **hboudou@equitas.org**

Applicants must have the legal right to work in Canada

Shortlisted candidates will be invited to a virtual interview with Equitas

Given the nature of our work, we encourage applications from anyone who has experienced marginalization, particularly Black, Indigenous, people of color, LGBTQ2I, and people with disabilities. Applicants who wish to do so may self-identify in their applications.