

## INSTITUTE FOR TECHNICAL AND VOCATIONAL EDUCATION AND TRAINING (ITVET)

Santa Rita Heights, Corozal District

Phone: 402-0149

Email: epech@corozal.itvet.edu.bz

### Ministry of Education, Culture, Science and Technology

#### Vacancies:

The Board of Management of the Institute for Technical and Vocational Education and Training (ITVET) in Corozal Town invites applications for suitably qualified persons to fill the following positions at ITVET Corozal:

- **Horticulture Instructor**
- **Entrepreneurship Instructor**
- **Language and Communication Skills Instructor**

#### Qualifications:

- A Bachelor's degree in the specified subject area is preferred but an Associate's degree would be considered.
- A valid Teachers' License at the Secondary Level, Certificate in Competency-Based Education Training (CBET).
- At least two (2) years of teaching experience preferably in a Secondary or Tertiary Level Institution.

#### Key Responsibilities:

1. Have a professional demeanour in undertaking all aspects of the position and the ability to work and communicate effectively with Trainees, Staff, and the general public.
2. Must have good organizational skills and be able to assist in planning, directing, coordinating, and evaluating all academic aspects of the area of instruction.
3. Develop a course outline of lessons to be covered in order to guide and assist Trainees towards the attainment of training goals and objectives.
4. Must have pedagogical training and the ability to teach and properly assess all aspects of the area of instruction.
5. Be an excellent critical thinker with initiative in problem-solving and conflict resolution.
6. Be able to work efficiently towards successfully accomplishing specific goals and objectives.
7. Must be a team player with experience in group dynamics and strong professional work ethics.
8. Carry out all duties and responsibilities in accordance with the ITVET Policy and Procedures Handbook and the Education Act, Education (Amendment) Rules.

#### Required Documents:

- Letter of application
- Recent Curriculum Vitae
- Certified copies of qualifications and transcript
- Recent Police record
- Copy of valid Social Security ID
- Two letters of reference, preferably from recent employers

**Salary:** Salary will be determined in accordance with the Government of Belize Payscale.

**Application packages must be submitted on or before September 13, 2023, to:**

**Secretary, Board of Management,**  
Institute for Technical and Vocational Education and Training (ITVET) Corozal,  
Santa Rita Heights, Corozal District  
Contact Number: 402-0149, Email: epech@corozal.itvet.edu.bz

**All copies of documents must be notarized by a Justice of the Peace  
Only completed applications will be reviewed.**