GOOD SHEPHERD INTERNATIONAL FOUNDATION ETS

JOB VACANCY: Training and Instructional Design Expert (TIDE)

Application deadline: September 30th 2025
Place of work: Remote/negotiable
Sector: Education/Capacity Development
Years of experience: At least 5
Contract duration: To be defined
Start date: As soon as available
Role: Training and Instructional Design Expert
Salary: To be defined according to the experience of the candidates and in compliance with benchmark salary levels for the region.
Report to: GSIF Director

The Good Shepherd International Foundation ETS (GSIF) is a not-for-profit organization based in Rome, established in 2008 by the Congregation of Our Lady of Charity of the Good Shepherd (aka Good Shepherd sisters) to support their mission of justice and reconciliation in Asia, Africa, Middle-East, and Latin America. GSIF works with the sisters and their partners in different countries supporting international fundraising, grants and project management, communication and networking for advocacy. GSIF supports projects that aim at promoting social justice through a sustainable development, driven by women and respectful of human dignity and the environment. Good Shepherd programs strive to protect and empower human rights of women and children who suffer because of violence, poverty, forced migration and human trafficking.

Scope:

The **TIDE** supports GSIF's mission by coordinating the planning, designing, development and delivery of high-quality, culturally responsive learning experiences for an international community of religious sisters and development program partners. This position operates within GSIF's commitment to promoting dignity, justice, and capacity building across diverse cultural contexts.

The expert reports to the Director and ensures the effective coordination of subject matter experts from within and outside the organization, to design, develop, and deliver remote and blended learning programs (e-modules, virtual and in person workshops, seminars, webinars, etc…) that align with GSIF's Strategic Plan and support the organization's capacity building objectives across multiple regions.

The **TIDE** inspires learning and promotes professional development according to the vision, mission and values of GSIF and the Congregation of Our Lady of Charity of the Good Shepherd, supporting with compassion and justice the development of educational programs that foster reconciliation, promote dignity, and build capacity for effective development programming based on trust, equality, transparency and accountability.

Key Results and Activities

1. Design and Development of Learning Programs

Activities:

- Conducts comprehensive needs assessments in collaboration with GSIF senior management, regional teams and Unit Leaders of the Congregation to identify learning priorities and capacity development requirements
- Designs culturally responsive curricula using evidence-based instructional design methodologies (ADDIE, SAM, or similar frameworks)
- In collaboration with experts from within and outside the organization, develops engaging, interactive learning materials optimized for diverse technological environments and bandwidth limitations in collaboration with GSIF Departments
- Creates multimedia content including videos, interactive modules, assessments, and downloadable resources that accommodate different learning styles in collaboration with GSIF Departments

- Ensures all learning materials reflect GSIF's values and incorporate human rights-based approaches to development
- Adapts content for multiple delivery formats including synchronous online sessions, self-paced modules, and blended learning approaches

Performance Standards:

- Learning programs demonstrate measurable improvement in participant knowledge and skills
- Materials are culturally appropriate and accessible to diverse international audiences
- Content aligns with GSIF strategic objectives and partner needs
- Positive participant feedback on learning experience quality and relevance

2. Platform Management and Technology Integration

Activities:

- Manages and optimizes learning management systems (LMS) to support effective content delivery and participant engagement
- Evaluates and recommends educational technology tools that enhance learning outcomes while considering technological constraints in various regions
- Provides technical support and guidance to learners and facilitators using digital learning platforms
- Ensures accessibility compliance and mobile-friendly design for global reach
- Monitors platform analytics to assess engagement and identify areas for improvement
- Coordinates with IT support to maintain platform functionality and security

Performance Standards:

- LMS operates efficiently with minimal technical barriers for users
- Platform accessibility meets international standards
- User engagement metrics show sustained participation
- Technical issues are resolved promptly and effectively

3. Delivery and Facilitation Support

Activities:

- Facilitates live online learning sessions, workshops, and webinars for international audiences
- Trains and supports regional facilitators and trainers (ToT) in delivering learning content effectively
- Coordinates learning schedules across multiple time zones to maximize participation
- Provides ongoing learner support through forums, office hours, and individual consultation
- Adapts delivery methods based on participant feedback and learning outcomes assessment
- Collaborates with regional teams to ensure local context integration

Performance Standards:

- High completion rates for learning programs
- Positive evaluations from participants and regional partners
- Effective knowledge transfer to regional facilitators
- Successful adaptation of content to local contexts

4. Monitoring, Evaluation, and Continuous Improvement

Activities:

- Develops and implements assessment tools to measure learning outcomes and program effectiveness
- Conducts regular evaluation of learning programs using quantitative and qualitative metrics
- Gathers feedback from participants, facilitators, and regional partners to inform program improvements
- Maintains learning records and produces regular reports on capacity development activities
- Updates and revises learning materials based on evaluation findings and changing organizational needs
- Shares best practices and lessons learned with the broader GSIF network

Performance Standards:

- Clear evidence of improved participant competencies
- Regular production of evaluation reports and recommendations
- Documented improvements in program design based on feedback
- Effective knowledge management and sharing systems

Job Profile

Knowledge Requirements

Essential:

- Advanced degree in Instructional Design, Educational Technology, Adult Education, or related field
- Minimum 5 years of experience designing and delivering online/blended learning programs
- Expertise in instructional design methodologies and adult learning principles
- Proficiency with Learning Management Systems (Moodle, Canvas, or similar platforms)
- Experience with e-learning authoring tools (Articulate Storyline, Adobe Captivate, or equivalent)
- Knowledge of multimedia production including video editing and graphic design
- Understanding of accessibility standards and inclusive design principles
- Fluency in English; additional languages (Spanish, French, Portuguese) highly valued

Preferred:

- Experience working with international development organizations or faith-based institutions
- Knowledge of project cycle management and capacity development principles
- Understanding of human rights-based approaches to development
- Experience designing learning programs for diverse cultural contexts
- Experience working with religious sisters or faith communities
- Knowledge of development sector best practices and methodologies

Skills

- Instructional Design Excellence - Advanced ability to create engaging, effective learning experiences
- Technology Integration - Strong capability to leverage educational technology effectively
- Cross-Cultural Communication - Expert ability to communicate across diverse cultural contexts
- Project Management - Effective planning and coordination of multiple learning initiatives
- Creative Problem-Solving - Innovative approaches to learning challenges and constraints
- Facilitation and Training - Expert delivery of learning content to diverse audiences
- Assessment and Evaluation - Strong analytical skills for measuring learning effectiveness
- Collaboration and Partnership - Excellent ability to work with diverse stakeholders
- Adaptability - Flexibility to adjust approaches based on context and feedback

Attitude

- Commitment to GSIF Mission - Deep alignment with organizational values and mission
- Cultural Sensitivity - Profound respect for diverse cultural and religious perspectives
- Learner-Centered Approach - Genuine commitment to participant success and growth
- Innovation and Creativity - Enthusiasm for exploring new approaches to learning
- Patience and Empathy - Understanding of diverse learning needs and technological barriers
- Attention to Detail - Careful consideration of quality and accessibility in all outputs
- Collaborative Spirit - Enthusiasm for working as part of a global team
- Continuous Learning - Commitment to staying current with best practices and emerging technologies
- Resilience - Ability to navigate challenges in international, multicultural environments

Working Conditions

- Remote position with flexible hours to accommodate international collaboration
- Occasional travel for in-person training events and partner meetings (up to 15% annually)
- Regular participation in virtual meetings across multiple time zones
- Access to necessary technology and internet connectivity required
- Collaborative work environment with distributed global team

Application requirements

Candidates should submit:

- Detailed CV highlighting relevant experience in instructional design and international development
- Cover letter demonstrating understanding of GSIF mission and cultural sensitivity
- Portfolio showcasing examples of learning design work, particularly for diverse or international audiences
- Contact information for professional references familiar with instructional design capabilities

Applications should be submitted to recruitment@gsif.it **by September 30th**

GSIF is an equal opportunity employer committed to diversity and inclusion. We particularly welcome applications from candidates who bring diverse cultural perspectives and experience working with marginalized communities.

Safeguarding

GSIF is committed to safeguarding and promoting the welfare of children, young people, and vulnerable adults. All staff and associates are expected to share this commitment and adhere to GSIF's safeguarding policies and procedures. This position requires interaction with vulnerable populations through training programs and capacity building activities.
The successful candidate will be required to:

- Undergo appropriate background checks and screening procedures as required by law and GSIF policy
- Complete mandatory safeguarding training within the first three months of employment
- Demonstrate understanding of and commitment to safeguarding principles and practices
- Report any safeguarding concerns through appropriate channels
- Maintain professional boundaries in all interactions with program participants

Previous safeguarding training or experience working with vulnerable populations is highly valued. GSIF reserves the right to withdraw job offers or terminate employment if safeguarding requirements are not met or maintained.