

Director, TVET Education Millennium Challenge Account-Belize (MCA-Belize)

About MCA

The Government of Belize (GoB) and the Millennium Challenge Corporation (MCC) signed a US\$125M grant agreement on September 4, 2024. MCC is a U.S. government agency focused on assisting countries and is dedicated to good governance, economic freedom, and investing in people. The goal of the Compact is to reduce poverty through economic growth in Belize by implementing an Education project and an Energy Project. The Compact is expected to enter into force in 2026 and be implemented over five years. The Parliament of Belize established an independent executing agency called the Millennium Challenge Account - Belize (MCA-Belize) to undertake the rights, obligations, and responsibilities of the Government of Belize under the Compact. The MCA-Belize is located in Belize City.

TVET Education Director

Position Objective

The Director, TVET Education, under the guidance of the Managing Director, Education Project, is accountable for the successful implementation of education-related activities, including Training and Transitioning to Work, from initiation to execution, building collaborative relationships with project stakeholders, and overseeing project budgets. The Director, TVET Education ensures the alignment of project execution with the overall objectives of the Compact and the judicious management of its resources.

Compensation

The basic salary for this position is between \$7,590.00 and \$10,435.00 BZD per month. Qualified candidates will be offered the minimum of the pay band, with opportunities to advance within the pay band based on performance. In exceptional cases, a candidate may be placed above the minimum based on prior experience and salary history, in compliance with MCA HR Policy. MCA-Belize also provides comprehensive benefits, including an allowable relocation cost for a foreign resident of up to a maximum of \$5,000.00 USD. NOTE: *This position does not include expat benefits.*

Responsibilities

- Lead the work of the Education Project including TVET Governance and TVET Delivery, and ensure that these are aligned to the established strategies, frameworks, budgets, and resources defined by the Compact.
- Evaluate project components and activities as these are developed to ensure their relevance to the country context and ensure that these are adapted to address requirements on the ground.
- Support and advise the Managing Director, Education Project on a range of issues, including the status and performance of project activities, risks, impacts of risks, progress on milestones, and timeline impact for all investment activities, budget updates, and their compliance with MCC requirements and applicable local standards.

- Lead overall preparation and implementation of compact investments in relation to the TVET activity. This includes management of contractors tasked with the design and implementation of activities.
- Manage the development and execution of appropriate implementation plans, including procurement plans, budgets, work plans, and design schedules.
- Oversee the day-to-day work of the TVET Specialist. Guide the TVET Activity team through recruitment, training and development, and performance management of staff to ensure a capacity to deliver the project's objectives.
- Working with government counterparts to make progress on policy and institutional reforms identified in the compact. Track progress on meeting Conditions Precedence outlined in the Compact.
- Meet with and provide regular updates to MCC's Project Lead. Updates should include reporting on progress towards meeting milestones in the work plan, resource allocation and budget, procurement planning, identification of successes and challenges, risk assessment, and mitigation.
- Contribute to the development of a collaborative, teamwork environment within the Education Project Team of MCA-Belize and with external stakeholders and implementing entities.
- Identify necessary technical resources, including technical support from the Managing Director of Education, MCC, and external consultants, to support the proper implementation of compact projects and activities.
- Represent the Education Project's TVET Activity as an integrated component of the Compact to project stakeholders (e.g., with national/local government counterparts, civil society, project beneficiaries, etc.), ensuring that collaborative relationships are built and maintained to facilitate the delivery of the program.
- Develop tools to support the implementation of project activities and work with the MCC Monitoring & Evaluation colleague to track project progress against defined targets.
- Perform other tasks and responsibilities as requested by the Managing Director, Education Project.

Required Competencies

- Master's degree or other advanced degree in education or a related field, preferably in the areas of educational leadership.
- At least seven (7) years of prior experience managing large education reform projects, including experience developing and implementing reforms aimed at improving the quality of education.
- Demonstrated experience in managing teams and facilitating a collaborative, motivated work environment.
- Demonstrated ability to communicate clearly, effectively, and persuasively in English both orally and in writing.
- Demonstrated interpersonal and problem-solving skills.

Preferred competencies

- Experience working in Belize.
- Experience working on large TVET projects.
- Experience in integrating social analysis and poverty reduction efforts into a large education project.
- Project management certification.

How to apply

To submit applications, please email hr@mcabelize.gov.bz. The following documents should accompany your application:

1. Curriculum vitae containing detailed work experience.
2. Cover letter confirming interest and availability.
3. Soft copies of higher education and professional certificates, as applicable.

Applications can be submitted via email **with the subject: Vacancy - Director, TVET Education**, to the address above. The closing date for receiving applications is Friday, November 7, 2025.

Only **applications received through the email above will be considered**. Any application received through any other channels will not be considered. Only shortlisted applicants will be contacted for interviews.