Programme des Volontaires
Volunteers Programme

Passion. Motivation. Action

TERMS OF REFERENCE FOR THE NATIONAL ECOWAS VOLUNTEER POST OF MATHEMATICS TEACHER
November 2026

I. Position Information

Job Title: **Mathematics Teacher**

Duty Station: Monrovia, Republic of Liberia

Category: National ECOWAS Volunteer

Type of Contract: ECOWAS Volunteers Programme. Non-Family Position

Expected start date: 04 january 2027

Duration: One (01) year, with possibility for renewal (depending on budget availability and satisfactory performance)

Deadline for Application: 30november 2026

II. Preamble

The Economic Community of West African States (ECOWAS) was founded by the Treaty of Lagos, in May 1975 as a regional group of fifteen countries: Benin, Burkina Faso, Cabo Verde, Côte d'Ivoire, The Gambia, Ghana, Guinea, Guinea Bissau, Liberia, Mali, Niger, Nigeria, Senegal, Sierra Leone and Togo. Burkina Faso, Mali and Niger withdraw their membership of the Community in 2025. The aim of the Community is to promote co-operation and integration, leading to the establishment of an economic union in West Africa in order to raise the living standards of its peoples, and to maintain and enhance economic stability, foster relations-among Member States and contribute to the progress and development of the African continent.

Through its departments and various agencies, ECOWAS is implementing critical and strategic programmes that will deepen cohesion and progressively eliminate identified barriers to full integration. In this way, the citizens of the community can ultimately take ownership for the realization of the new vision of moving from an ECOWAS of States to an "ECOWAS of the People: Peace and Prosperity for All" by 2050.

Toward the achievement of this vision, the ECOWAS Youth and Sports Development Centre (EYSDC), which was created by the Decision A/DEC.13/01/05 of 19th January 2005 at Accra, Ghana as a specialized Agency, is implementing policies, activities and strategic action plans, as well as the ECOWAS vision in the areas of youth and sports, including the ECOWAS Volunteers Programme (EVP) under the Human Development and Social Affairs Department of the ECOWAS Commission. Originally

based in Ouagadougou (Burkina Faso), the EYSDC was relocated to Monrovia, Liberia following the withdrawal of Burkina Faso from ECOWESS in 2025.

III. Organizational Framework of the Mission

Since its official launch in Monrovia, Liberia on 26 March 2010, the ECOWAS Volunteers Programme (EVP) has devoted time, resources, and expertise to promoting regional unity, peace, and development through volunteerism. The ECOWAS volunteers, young male and female Community citizens, have kept faith with the ECOWAS vision of a community of people supporting people, and demonstrated their collective conviction that peacebuilding and reconciliation can be useful development tools for establishing peace in member States and across West Africa region.

The ECOWAS Volunteers Programme (EVP) is a demand-driven flagship programme of the ECOWAS Commission. It seeks to harness and inject the expertise and professional and personal contributions of mainly young citizens into the process of the implementation of national development agenda of their host countries and communities. And as they do so, they also build and develop their own capacities through contacts with their new professional and social-cultural environments and the lessons derived therefrom.

Under agreement between the ECOWAS Youth and Sports Development Centre (EYSDC), and the Government of Liberia, the ECOWAS Commission intends to recruit a National Volunteer Mathematics Teacher in order to assist in the implementation of the Ministry of Education mandate.

IV. Duties and Responsibilities

Under the supervision of the ECOWAS Volunteers Programme Country Office in Liberia and in conjunction with the Ministry of Education (MoE), the ECOWAS National Volunteer, Mathematics Teacher will:

a) Teach Mathematics to students in accordance with the approved national curriculum and educational standards of Liberia.
b) Prepare and deliver well-structured lesson plans, schemes of work, assignments, and assessments that promote effective learning and understanding of mathematical concepts.
c) Foster students' critical thinking, problem-solving, analytical, and numerical skills through innovative and learner-centred teaching approaches.
d) Assess, evaluate, and monitor students' academic progress through continuous assessments, tests, assignments, and examinations.
e) Provide academic guidance, mentoring, and remedial support to students experiencing difficulties in Mathematics.
f) Utilize appropriate teaching aids, digital tools, and instructional materials to enhance the teaching and learning of Mathematics.
g) Maintain accurate records of student attendance, performance, assessment results, and other relevant academic documentation.
h) Collaborate with fellow teachers, school administrators, and education authorities to improve the quality of Mathematics education.
i) Participate in curriculum implementation, school development initiatives, and extracurricular activities related to Mathematics and STEM education.

j) Support the professional development and capacity building of local teachers through knowledge sharing, mentoring, and collaborative learning activities where necessary.
k) Promote gender equality, inclusion, and equal participation of all students in Mathematics learning activities.
l) Encourage students to participate in mathematics clubs, competitions, quizzes, and other activities that strengthen numeracy and logical reasoning skills.
m) Prepare and submit periodic activity and progress reports to the host institution, the Ministry of Education, and the ECOWAS Volunteers Programme (EVP) Country Office as required.
n) Respect and uphold the values, principles, rules, and regulations of the ECOWAS Volunteers Programme, the host institution, and the Government of Liberia.
o) Perform any other duties related to Mathematics education, youth development, and capacity building as may be assigned by the host institution, MoE, the ECOWAS National Office or the EVP Country office.

V. Required Qualifications and Experience:

Education/Degrees	A Bachelor's Degree in Mathematics, Mathematics Education, Applied Mathematics, Statistics, or a related field from a recognized institution.
Qualifications/Skills	▪ A teaching qualification and/or professional teaching certification will be an added advantage. ▪ Demonstrated knowledge of Mathematics curriculum delivery and modern learner-centred teaching methodologies. ▪ Strong analytical, problem-solving, communication, and classroom management skills. ▪ Ability to prepare lesson plans, assessments, and educational reports. ▪ Knowledge of modern teaching methodologies and student-centred learning approaches. ▪ Knowledge on ECOWAS countries' socio-economic situation, cultural dimensions and political structure; ▪ Knowledge of the ECOWAS Volunteers Programme is an advantage; ▪ Ability to live and work in remote places. ▪ Commitment to community service, youth development, and regional integration within the ECOWAS region.
Experience	At least two (2) years of relevant teaching experience in Mathematics at secondary or senior secondary school level.
Other conditions	Immediately available In good health Full physical mobility, Able to undertake field missions Ability to work under pressure Ability to speak, listen, analyze, and synthesis information Multicultural environment
Software	Microsoft office (Word, Excel, Access, PowerPoint, Outlook)

	Internet tools
Values	Passion – Motivation – Action
Attitude	Winning mindset, Optimistic, Results-focused, Commitment to volunteerism and Client approach

Additional skills must include:

- Ability to work within a multidisciplinary team
- Good written and spoken communication skills
- Interpersonal skills
- People management skills
- Analytical skills
- Leadership skills
- Detail orientation
- Good computer skills
- Ability to work with little supervision.
- Being proactive and enterprising (taking initiative)

Knowledge of volunteerism will be an asset.

VI. Language Requirements:

- Perfect command of the English language (written and spoken) is mandatory.
- Knowledge of any other official language of ECOWAS (French or Portuguese) will be considered an asset/advantage.

VII. Composition of Application

Applications must include:

- A signed letter of application/motivation addressed to the Director, EYSDC, Monrovia, Liberia.
- A detailed Curriculum Vitae highlighting specific skills and experiences of the candidate.
- Copies of certificates, diplomas, and work certificates (originals or certified true copies will be required for sighting before deployment).
- Copy of international passport or National Identity Card indicating your age
- A police clearance certificate of less than three months (will be required before assumption of duty).

VIII. Submission of Application

Applications must be submitted no later than 30 november, via email to the address: maths.teacher8@cdjscedeao.org (and **CC:** cdjs@ecowas.int) with the title: ***Application for the Post of Mathematics Teacher*** on the subject line.

To avoid disqualification, all the applicants are required to:

- Submit their application via email with this subject title,
- Group all their documents into one (1) single PDF document, not to exceed 5MB.
- Meet the deadline mentioned above**.**

IX. Conditions of Service

An initial contract for 12 months will be offered with a monthly Basic Volunteer Allowance of 247.5 USD or its equivalent in local currency. Other allowances as provided for in the Conditions of Service of ECOWAS Volunteers will also be paid.

Other conditions of service as stipulated in the EVP Management and Administration Procedures Manual and Handbook of Conditions of Service shall apply.

X. Other Conditions

The position is open to ONLY Liberian nationals aged not more than 35 years by the date of recruitment.

This position is considered a non-family National ECOWAS Volunteer position.

ECOWAS is committed to promoting gender equality and equity. To this end, female candidates are strongly encouraged.

ECOWAS reserves the right to terminate the recruitment process without notice.

ONLY SHORTLISTED CANDIDATES WILL BE CONTACTED.