



# Electrical Wireman Trainer

## Terms of Reference

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**Position:** Electrical Wireman Trainer

**Department:** Training Department

**Location:** HER Lab – On-Site in West Pokot

**Reporting To:** Program Assistant Manager, Program Manager, and Curriculum Expert

### **Purpose of the Position:**

The HER Lab Program is seeking a skilled and experienced Electrical Wireman Trainer to deliver high-quality technical and vocational training in electrical wiring to young women in the arid and semi-arid region of West Pokot, Kenya. This role is vital in empowering participants with the practical skills necessary for economic independence and self-sufficiency. The trainer will also prepare them for certification through the National Industrial Training Authority (NITA) or the Kenya National Examinations Council (KNEC).

The trainer will be stationed with our partner organization, Perur Rays of Hope, in West Pokot.

### **Key Responsibilities:**

#### **1. Training Delivery:**

- Plan, prepare, and deliver comprehensive electrical wiring training sessions, ensuring they are engaging and aligned with the curriculum.
- Teach participants both theoretical knowledge and practical skills in electrical wiring, including installation, repair, and maintenance of electrical systems.
- Ensure the training program aligns with current industry standards and best practices.
- Utilize a variety of instructional methods, including hands-on practice, demonstrations, and interactive activities to facilitate learning.
- Arrange for guest instructors and industry experts to deliver specialized training sessions.



## **2. Curriculum Development:**

- Assist in developing and updating the electrical wiring training curriculum to ensure it meets industry standards and the needs of the participants.
- Create detailed training schedules, lesson plans, and instructional materials.
- Incorporate feedback from participants and stakeholders to continuously improve the training program.

## **3. Assessment and Evaluation:**

- Develop and administer assessments to evaluate trainee skills and knowledge.
- Offer additional support and guidance to participants who may need extra help or have specific challenges.
- Encourage and motivate participants to achieve their full potential and complete the training successfully.
- Provide regular feedback to trainees on their performance and areas for improvement.
- Maintain detailed records of trainee progress and performance.

## **4. Examination Preparation:**

- Prepare participants to undertake NITA or KNEC examinations by familiarizing them with the exam formats and requirements.
- Conduct mock exams and provide study materials to help participants practice and improve their exam-taking skills.
- Monitor and evaluate participants' readiness for the exams, providing additional support where needed.

## **5. Industry Collaboration:**

- Build and maintain relationships with project teams, industry associations, and certification bodies.
- Facilitate and supervise on-the-job training opportunities and apprenticeships for trainees.
- Stay updated on industry trends and incorporate relevant changes into the training program.

## **6. Resource Management, Safety, and Compliance:**

- Ensure all training materials, tools, and equipment are available, well-maintained, and used safely during training sessions.



- Manage inventory of electrical wiring supplies and report any needs or deficiencies to the TVET Program Coordinator.
- Enforce safety standards and protocols to ensure a safe learning environment for all participants.
- Stay updated on industry regulations and best practices to ensure training content remains relevant and compliant with current standards.

**Qualifications:**

- Diploma or degree in Electrical Engineering, Electrical Wiring, or a related field.
- Minimum of 3 years of experience teaching or training electrical wiring, preferably in a technical or vocational education setting, with a strong emphasis on installation, repair, and maintenance.
- Experience in preparing students for NITA or KNEC examinations is highly desirable.
- Excellent communication and interpersonal skills, with the ability to engage and inspire participants.
- Strong organizational skills and attention to detail.
- Ability to work independently and as part of a team.
- Familiarity with the challenges and opportunities in arid and semi-arid regions is an asset.

**How to apply:**

To apply for this position, please submit your application [here](#).