

EDUCATION MANAGER

RESPONSIBILITIES AND DUTIES

- **Strategic Leadership:** Build team structures, identify workflow pain points, and optimize systems.
- **Impact & Data:** Analyze and improve education programs; lead impact measurement and reporting.
- **Financial & Grant Management:** Allocate program budgets, lead grant writing, and develop funding strategies.
- **Partner Coordination:** Oversee funding from international schools supporting wildlife rescue centers, and manage donation tracking.
- **Team Growth:** Support capacity building and professional development for full-time and part-time educators.
- **Direct Impact:** Be an educator for programs as needed and act as the first-priority substitute teacher (content delivery only) for large groups or absent staff across Thai and International schools.

QUALIFICATIONS

- **Experience:** 3+ years of experience in educational management, environmental education, or NGO project management.
- **Skills:** Strong leadership, budget management, and proven experience in grant writing/fundraising.
- **Languages:** Excellent command of English and Thai (as you will coordinate with both local and international school partners).
- **Passion:** A deep-rooted commitment to wildlife conservation and community education.

Salary : Up to 30,000 (negotiable), 2 year commitment required

Application Deadline: 31 July 2026

Work Hours: Mon - Fri, 09:00 - 17:00

Social Security & Group Insurance

START DATE: 1 OCTOBER 2026

Send CV/Resume to admin@lovewildlife.org

