

Job Announcement: Training Coordinator (National, 60 Months)

Location: Ministry of Culture and Internal Affairs, Majuro, Marshall Islands

Duration: 60 months

Type: Full-time

Application Deadline: October 24, 2025

The WYSER Project is hiring a **Training Coordinator** to lead the design, coordination, and delivery of capacity-building and training initiatives aimed at women, youth, civil society, and government stakeholders under a multi-year development project.

Key Responsibilities:

- Develop a comprehensive training framework and annual training plans.
- Conduct training needs assessments for project outputs.
- Coordinate training delivery logistics and content development.
- Collaborate with the Project Manager and technical experts to ensure effective and inclusive training outcomes.
- Build a portfolio of regularly delivered training programs for Women's Centers.
- Integrate online learning tools and platforms to enhance training.
- Monitor and evaluate training outcomes and report on program impact.
- Facilitate skills transfer to MOCIA and local partners.

Qualifications and Experience:

- Bachelor's degree in a relevant field.
- Minimum 8 years of general work experience.
- At least 3 years of experience managing or delivering training programs.
- Experience in multinational teams is an asset.
- Fluent in English (written and spoken).

Interested applicants should submit:

- A cover letter
- Curriculum Vitae (CV)
- Names and contact information of three professional references

Submit your application via email to mailynnlang@gmail.com and/or to cetyroler@gmail.com by October 24, 2025. Only shortlisted candidates will be contacted.