

EDUCATION MANAGER (COUNTRY)

- Conducts periodic check-in's with Regional Ambassadors in country
- Redefines regional boundaries in country every semester depending on need
- Recruits & selects Regional Ambassadors
- Organizes CA trainings (and train-the-trainer trainings) on the country level
- Facilitates communication among regions & w/ other countries
- Works with / oversees the Coordinators topic level and the local PR contact
- Coordinates the recruitment of professors and Wikipedia Ambassadors
- Monitors the progress of the program on the country level
- Reports the progress on the country level back to the Wikimedia Foundation
- Acts as a contact and escalation point for professors participating in the program

REGIONAL AMBASSADORS

- Identify, recruit, and coordinate with professors
- Identify, recruit, and coordinate with CA candidates
- Coordinate the development and work of a CA Selection Committee
- Identify, recruit, and coordinate with potential CA Trainers
- Coordinate professor-Ambassador pairings at universities
- Facilitate good relations and mediate conflicts among professors and Ambassadors
- Conduct periodic phone/Skype check-in's with professors and CAs during semester
- Mentor CAs in your region and develop their leadership potential
- Facilitate communication among stakeholders
- Seek out and participate in speaking opportunities
- Report progress, stories, successes, challenges, and lessons learned to Education Manager Country

