**Technical Consultant**

**Position Summary:**

ICAP at Columbia seeks a short-term consultant to develop and incorporate interactive elements into existing training modules focused on event-driven PrEP. The consultant will report to the Project Lead in New York.

**Major Accountabilities:**

* Review source materials including current training package
* Write learning objectives and seek and incorporate feedback; seek agreement
* Ensure pre- and post-tests accurately address the learning objectives
* Write outline of the training sessions
* Develop the foundational content for the manuals including sample agendas, materials lists, notes on timing, etc
* Ensure that each activity has core elements such as interactive activities, introductions, closings, etc.
* Develop one activity and seek feedback to ensure that the style and structure is what ICAP has in mind. Seek and incorporate feedback
* Ensure style is consistent across the manuals, ensure alignment of style and branding

**Education:** Master’s degree or higher in a related field.

**Experience, Skills, and Minimum Qualifications:**

* Experience in curriculum design, training assessment and capacity building of health programs
* Minimum of ten years’ experience
* Strong editing, writing, organizational, and communication skills