Deutsche Schule Nairobi
German School Nairobi

EXTRACURRICULAR ACTIVITIES DEPARTMENT

Extracurricular Activities (ECA) Recruitment Advert

Nine specialist titles · Full or part time · Apply by Wednesday 11th November 2026

Be part of the change

This is an exciting time to join the German School Nairobi. We are reshaping our Extracurricular Activities (ECA) Department, and we are looking for dedicated and committed individuals to help shape what comes next.

We are recruiting across **nine specialist titles** in Sport, Performing Arts, Science, Technology, Engineering and Maths (STEM), and "Hort" (after-school care programme).

HOURS	CONTRACT	REPORTS TO
Full time (40 hours per week) or part time (20 hours per week).	1-year contract with a 6-month probation period.	Head of ECA

APPLICATION DEADLINE	INTERVIEWS COMMENCE
Wednesday 11th November 2026	Monday 16th November 2026

Positions

How to use this advert

1. Start with the **criteria for all positions on page 2**. These apply strictly to every role.
2. Choose the title that matches your skills, then use the page number in the table below to go to its description.
3. Apply as set out in **How to apply on page 14**.

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About the German School Nairobi

The German School Nairobi (Deutsche Schule Nairobi, DSN) is a recognised and widely acknowledged German School abroad with over 400 learners from Kindergarten to Upper Secondary School. The school has a dynamic and inclusive learning environment committed to the well-being, academic success and holistic development of our learners.

Our ECA Department runs activities and programmes across the whole school, from Sport and competitive teams to the Arts, STEM, and Academic & Enrichment. Alongside our existing staff, the new team will play a central part in giving our learners a holistic, high-quality programme beyond the classroom.

The people we are looking for

You are driven and proactive, set high standards and inspire children and young people to reach their potential. You are an excellent communicator who works well with students, colleagues and families, and a reliable member of a team. You combine real enthusiasm for your specialism with a strong pedagogical approach, and you genuinely enjoy helping learners grow, in and beyond the classroom.

Essential criteria for all positions

All applicants must meet the following criteria. Each role description adds its own specific requirements.

ELIGIBILITY

- Applicants must already hold the legal right to work in Kenya, for example through Kenyan citizenship or a valid work permit.

EXPERIENCE

- Proven experience of working with children and young people in a school, youth work, childcare, sports, education or community setting.
- Proven ability to plan and deliver engaging, age-appropriate activities, adapting to different ages, abilities and interests.
- Confidence and willingness to work with learners of different ages across the school, from Kindergarten to Upper Secondary (ages 3–18). Some roles involve working more closely with specific age groups.

SAFEGUARDING AND WELLBEING

- A clear commitment to safeguarding and promoting the welfare of children and young people.
- The ability to encourage participation, wellbeing, inclusion and positive behaviour through a child-centred approach.

IT AND ADMINISTRATION

- Good IT skills, including Microsoft 365 (particularly Outlook), and the ability to learn and use school management and administrative systems.

Desirable for all positions

- Degree or diploma relevant to your specialism, for example in Physical Education, Sports Science, the Performing Arts or a STEM subject.
- Qualification or training in Education, Youth Work, Psychology, Child Development or a related field.
- Registration with the Teachers Service Commission (TSC).
- Experience in an international school setting.
- Skills and experience across more than one area of specialism.
- German language skills (an advantage, but not required).

POSITION 1 OF 9

Swimming Coach

Hours: Full or part time (40 or 20 hours per week) **Working days:** Mon–Fri and weekends

We are looking for an accomplished competitive swimming coach to lead and develop the DSN Swim Team. Alongside performance coaching, you will be an integral member of our ECA Department, delivering swimming across the whole school. You will help every child build confidence, skill and enjoyment in the water, from first strokes to the podium.

ESSENTIAL CRITERIA

- Recognised swimming coaching qualification at Level 3 or above, or an equivalent qualification recognised by Kenya Aquatics or World Aquatics.
- At least five years' experience coaching competitive swimming teams, with a demonstrable track record of developing swimmers to compete successfully at club, regional or national level.
- Valid lifeguard qualification and current First Aid/CPR certificate.
- Experience using Meet Manager and Team Manager.

DESIRABLE CRITERIA

- Ability to coach more than one sporting discipline, including Athletics.

KEY RESPONSIBILITIES

Competitive swimming

- Lead, coach and develop the DSN Swim Team, driving high standards of technique, fitness and race performance.
- Design and deliver structured, periodised training programmes for competitive swimmers.
- Identify and nurture talented swimmers and build a strong pathway from beginner to squad level.
- Prepare, enter and accompany swimmers at galas, competitions and other events, providing coaching and support on the day.

Whole-school programme

- Plan and deliver swimming sessions for students of all ages and abilities across Kindergarten, Primary and Secondary School.

- Carry out lifeguard duties during swimming sessions and events as required.
- Facilitate Holiday Programmes for a minimum of four weeks per school year, spread across the year.
- Carry out supervision duties across the school as required, for example during breaks, lunchtime, school events and trips.
- Follow the school's safeguarding and child protection policies at all times.

POSITION 2 OF 9

Lead Football Coach

Hours: Full or part time (40 or 20 hours per week) **Working days:** Mon–Fri + Saturday

We are looking for an accomplished competitive football coach to lead and develop the DSN Football Teams, both girls and boys. Alongside performance coaching, you will be an integral member of our ECA Department, delivering football across the whole school. You will help every child build confidence, skill and a love of the game, from first touches to the final whistle.

ESSENTIAL CRITERIA

- CAF D Licence or above, or an equivalent coaching qualification recognised by the Football Kenya Federation (FKF).
- At least five years' experience coaching competitive football teams, with a demonstrable track record of developing players to compete successfully at club, county, regional or national level.

DESIRABLE CRITERIA

- Experience coaching players at academy, representative or national level.
- Experience coaching girls' football.
- Ability to coach more than one sporting discipline, including Athletics.

KEY RESPONSIBILITIES

Competitive football

- Lead, coach and develop the DSN Football Teams (girls and boys), driving high standards of technique, tactical understanding, fitness and match performance.
- Work in close partnership with a fellow football coach, sharing responsibility for teams, age groups and fixtures as agreed with the ECA Department.
- Design and deliver structured training programmes for competitive teams across age groups.
- Identify and nurture talented players and build a strong pathway from beginner to team level.
- Prepare, select and accompany teams at matches, competitions and tournaments, providing coaching and support on the day.
- Identify suitable leagues, tournaments and friendly fixtures, and manage team registration and entries in liaison with the ECA Department.
- Coordinate match and tournament logistics, including fixtures, transport, kit, parental consent forms and communication with families and other schools.
- Maintain accurate team records, including squad lists, player registrations, attendance and results.

Whole-school programme

- Plan and deliver football sessions for students of all ages and abilities across Kindergarten, Primary and Secondary School.
- Accompany and support other school teams at tournaments and events as required.
- Facilitate Holiday Programmes for a minimum of four weeks per school year, spread across the year.
- Carry out supervision duties across the school as required, for example during breaks, lunchtime, school events and trips.
- Follow the school's safeguarding and child protection policies at all times.

POSITION 3 OF 9

Lead Basketball Coach

Hours: Full or part time (40 or 20 hours per week) **Working days:** Mon–Fri + Saturday

We are looking for an accomplished competitive basketball coach to lead and develop the DSN Basketball Teams, both girls and boys. Alongside performance coaching, you will be an integral member of our ECA Department, delivering basketball across the whole school. You will help every child build confidence, skill and a love of the game, from first dribbles to the final buzzer.

ESSENTIAL CRITERIA

- Recognised basketball coaching qualification at Level 1 or above, or an equivalent qualification recognised by the Kenya Basketball Federation (KBF) or FIBA.
- At least five years' experience coaching competitive basketball teams, with a demonstrable track record of developing players to compete successfully at club, county, regional or national level.

DESIRABLE CRITERIA

- Basketball coaching qualification at Level 2 or higher.
- Experience coaching players at academy, representative or national level.
- Experience coaching girls' basketball.
- Ability to coach more than one sporting discipline, including Athletics.

KEY RESPONSIBILITIES

Competitive basketball

- Lead, coach and develop the DSN Basketball Teams (girls and boys), driving high standards of technique, tactical understanding, fitness and match performance.
- Design and deliver structured training programmes for competitive teams across age groups.
- Identify and nurture talented players and build a strong pathway from beginner to team level.
- Prepare, select and accompany teams at matches, competitions and tournaments, providing coaching and support on the day.

Whole-school programme

- Plan and deliver basketball sessions for students of all ages and abilities across Kindergarten, Primary and Secondary School.

- Accompany and support other school teams at tournaments and events as required.
- Facilitate Holiday Programmes for a minimum of four weeks per school year, spread across the year.
- Carry out supervision duties across the school as required, for example during breaks, lunchtime, school events and trips.
- Follow the school's safeguarding and child protection policies at all times.

POSITION 4 OF 9

Lead Volleyball Coach

Hours: Full or part time (40 or 20 hours per week) **Working days:** Mon–Fri + Saturday

We are looking for an accomplished competitive volleyball coach to lead and develop the DSN Volleyball Teams, both girls and boys. Alongside performance coaching, you will be an integral member of our ECA Department, delivering volleyball for students aged 6–18 across Primary and Secondary School. You will help every student build confidence, skill and a love of the game, from first serve to match point.

ESSENTIAL CRITERIA

- Recognised volleyball coaching qualification at Level 1 or above, or an equivalent qualification recognised by the Kenya Volleyball Federation (KVF) or FIVB.
- At least five years' experience coaching competitive volleyball teams, with a demonstrable track record of developing players to compete successfully at club, county, regional or national level.

DESIRABLE CRITERIA

- Experience coaching players at academy, representative or national level.
- Experience coaching girls' volleyball.
- Ability to coach more than one sporting discipline, including Athletics.

KEY RESPONSIBILITIES

Competitive volleyball

- Lead, coach and develop the DSN Volleyball Teams (girls and boys), driving high standards of technique, tactical understanding, fitness and match performance.
- Design and deliver structured training programmes for competitive teams across age groups.
- Identify and nurture talented players and build a strong pathway from beginner to team level.
- Prepare, select and accompany teams at matches, competitions and tournaments, providing coaching and support on the day.

Whole-school programme

- Plan and deliver volleyball sessions for students of all ages and abilities across Primary and Secondary School.
- Accompany and support other school teams at tournaments and events as required.
- Facilitate Holiday Programmes for a minimum of four weeks per school year, spread across the year.
- Carry out supervision duties across the school as required, for example during breaks, lunchtime, school events and trips.

- Follow the school's safeguarding and child protection policies at all times.

POSITION 5 OF 9

ECA Specialist Facilitator: Football

Hours: Full or part time (40 or 20 hours per week) **Working days:** Mon–Fri + Saturday

We are looking for an enthusiastic, versatile sports specialist with a passion for football to deliver a varied sports programme across the whole school. Working alongside our Lead Football Coach, you will support the DSN Football Teams as Assistant Coach and run football and other sports sessions for students from Kindergarten to Secondary School. You will also play a key role in "Hort", our after-school care programme, helping every child discover the joy of being active and build confidence, skill and teamwork on and off the pitch.

ESSENTIAL CRITERIA

- CAF C Licence or above, or an equivalent coaching qualification recognised by the Football Kenya Federation (FKF).
- At least three years' experience coaching competitive football teams, with a demonstrable track record of developing players to compete successfully at club, county, regional or national level.
- Cross-sport experience: proven experience of coaching or leading activities in more than one sport, alongside football.

DESIRABLE CRITERIA

- Experience delivering multi-sport sessions, including Athletics, for younger children (Kindergarten and Primary).
- Experience in an after-school care, "Hort" or holiday programme setting.
- Experience coaching girls' football.

KEY RESPONSIBILITIES

Competitive football

- Support the Lead Football Coach as Assistant Coach to the DSN Football Teams (girls and boys), sharing responsibility for teams, age groups and fixtures as agreed with the ECA Department.
- Help plan and deliver structured training sessions for competitive teams across age groups.
- Identify and nurture talented players, building a pathway from beginner to team level.
- Help prepare and accompany teams at matches, competitions and tournaments, providing coaching and support on the day.

Whole-school programme

- Plan and deliver football and multi-sport sessions for students of all ages and abilities across Kindergarten, Primary and Secondary School.
- Play a key role in "Hort", our after-school care programme: plan and lead engaging activities, support students' wellbeing and social development, and communicate with parents/guardians and colleagues as needed.
- Accompany and support other school teams at tournaments and events as required.

- Facilitate Holiday Programmes for a minimum of four weeks per school year, spread across the year.
- Carry out supervision duties across the school as required, for example during breaks, lunchtime, school events and trips.
- Follow the school's safeguarding and child protection policies at all times.

POSITION 6 OF 9

ECA Specialist Facilitator: Performing Arts

Hours: Full or part time (40 or 20 hours per week) **Working days:** Mon–Fri + Saturday

We are looking for a dynamic, creative performing arts specialist to help us expand Performing Arts at the DSN, building on your strengths in dance, music or drama. You will establish and develop performance groups, deliver performing arts sessions for students from Kindergarten to Secondary School, and play a key role in "Hort", our after-school care programme. You will help every child build confidence, creativity and a love of performing, from first steps to the final bow. We welcome applications from specialists in a single discipline as well as from candidates with experience across two or more.

ESSENTIAL CRITERIA

- Advanced proficiency in at least one performing arts discipline (dance, music or drama), across a variety of styles and techniques.
- Recognised teaching, coaching or performance qualification in dance, music or drama, or equivalent professional experience.
- At least three years' professional experience as a dancer, musician, actor or director.
- At least two years' experience coaching or leading performance groups of children and young people, such as dance crews, music ensembles or drama groups, and preparing them for performances, productions or competitions.
- Experience creating original, age-appropriate work, such as choreography, musical arrangements or short scripts.

DESIRABLE CRITERIA

- Highly desirable: experience across two or more performing arts disciplines, for example dance and drama.
- Experience setting up a new performance group, ensemble or programme.
- Experience choreographing, directing or musically directing school productions, shows or public performances.
- Experience leading groups to success at festivals, competitions or regional events.
- Degree or diploma in Dance, Music, Drama or Performing Arts.

KEY RESPONSIBILITIES

Performing Arts

- Help expand Performing Arts at the DSN by establishing new performance groups in one or more of your areas of expertise, for example Junior and Senior Dance Crews, a music ensemble or a drama

group. This includes recruiting performers and building each group's identity, structure and training culture from the ground up.
- Plan and deliver performing arts sessions for students of all ages and abilities across Kindergarten, Primary and Secondary School.
- Lead and develop your performance groups, driving high standards of technique, musicality, creativity and stage performance.
- Create original, age-appropriate choreography, arrangements and performance pieces.
- Identify and nurture talented performers and build a clear pathway from beginner to performance level.
- Prepare and accompany groups at performances, productions and competitions, providing support on the day.
- Collaborate with subject departments and colleagues across the school to plan and deliver school productions, concerts and events.

Whole-school programme

- Play a key role in "Hort", our after-school care programme: plan and lead engaging activities, support students' wellbeing and social development, and communicate with parents/guardians and colleagues as needed.
- Facilitate Holiday Programmes for a minimum of four weeks per school year, spread across the year.
- Carry out supervision duties across the school as required, for example during breaks, lunchtime, school events and trips.
- Follow the school's safeguarding and child protection policies at all times.

POSITION 7 OF 9

ECA Specialist Facilitator: STEM

Hours: Full or part time (40 or 20 hours per week) **Working days:** Mon–Fri, occasional Saturday

We are looking for an inventive, hands-on STEM specialist to build a varied STEM programme across the whole school. You will lead practical sessions in areas such as robotics, coding, engineering and science for students from Kindergarten to Secondary School, organise STEM events for the school community, and play a key role in "Hort", our after-school care programme. You will help every child build curiosity, confidence and problem-solving skills, from first experiments to finished inventions.

ESSENTIAL CRITERIA

- Degree or diploma in a STEM subject, education or a related field.
- Proven experience of teaching or running STEM activities with children and young people across a range of ages, in a school or after-school setting.
- Confidence with robotics and coding platforms, for example LEGO Education, micro:bit, Scratch or Arduino.
- Strong pedagogical knowledge, including enquiry-, play- or project-based learning, and effective behaviour management.

DESIRABLE CRITERIA

- Experience of organising school events, such as STEM days, science fairs or exhibitions.
- Experience of preparing students for STEM competitions or challenges.

KEY RESPONSIBILITIES

STEM programme

- Plan and deliver a varied, progressive STEM programme across Kindergarten, Primary and Secondary School, adapting content and approach to each age group.
- Lead hands-on sessions in areas such as robotics, web development & coding, engineering design challenges, electronics and practical science.
- Use enquiry-, play- and project-based learning to build curiosity, problem-solving and teamwork, differentiating activities to support and stretch students of all abilities.
- Work alongside science, IT and class teachers so that ECA activities complement and extend classroom learning.
- Identify suitable external STEM competitions and challenges, prepare students to take part, and manage entries in liaison with the ECA Department.

STEM events

- Plan, organise and run STEM events for the school community, such as STEM days, science fairs, exhibitions and showcases for parents.
- Raise the profile of STEM across the school and encourage participation from all age groups.

Resources and administration

- Manage STEM equipment, kits and consumables, including setup, safe storage, maintenance and inventory.
- Carry out risk assessments for practical activities involving tools, electrical components, heat or chemicals.
- Maintain accurate attendance and progress records for all STEM ECAs.

Whole-school programme

- Play a key role in “Hort”, our after-school care programme: plan and lead engaging activities, support students’ wellbeing and social development, and communicate with parents/guardians and colleagues as needed.
- Contribute to Holiday Programmes and the wider ECA programme as agreed with the ECA Department.
- Carry out supervision duties across the school as required, for example during breaks, lunchtime, school events and trips.
- Follow the school’s safeguarding and child protection policies at all times.

POSITION 8 OF 9

Early Years “Hort” Group Leader

Hours: Full or part time (40 or 20 hours per week) **Working days:** Mon–Fri, occasional Saturday

We are looking for a warm, experienced early years practitioner to lead a “Hort” group for our youngest learners. In the tradition of the German Hort, you will give children a safe, structured and caring afternoon that balances free play, creative and active activities, and social learning. Alongside your “Hort” group, you will support our Kindergarten, adding capacity and flexibility for children and colleagues alike.

ESSENTIAL CRITERIA

- A recognised qualification in Early Childhood Education, Childcare or a related field, for example an ECDE certificate or diploma, or equivalent professional experience.
- Experience of working with young children in Kindergarten and the lower Primary School Classes, ideally in an after-school care, “Hort” or early years setting.
- A strong pedagogical approach and good behaviour management, with a sound understanding of early childhood development.
- Leadership skills and experience of taking responsibility for groups of children.
- An open-minded, intuitive and hands-on way of working.
- Excellent social and communication skills, including with parents/guardians and colleagues.

DESIRABLE CRITERIA

- Skills in one or more areas, for example creative crafts, sporty and active games, chess, drama, circus, scouting, debate, German language or Kiswahili. Other skills and interests that would enrich our afternoon programme are also very welcome.
- Experience of the German Kindergarten or “Hort” system.

KEY RESPONSIBILITIES

“Hort”

- Lead a “Hort” group, providing a safe, structured and caring environment throughout the afternoon.
- Plan a balanced daily routine of free play, creative and active activities and quiet time, with additional support where appropriate.
- Encourage independence, social skills and positive behaviour through clear routines and a child-centred approach.
- Communicate with parents/guardians, class teachers and other relevant colleagues about children’s wellbeing, behaviour and needs, and ensure safe handovers at collection.
- Keep accurate “Hort” attendance and records.

Kindergarten support

- Support the Kindergarten team, adding capacity and flexibility in daily care and activities as required.
- Work closely with Kindergarten and lower-Class colleagues to ensure smooth transitions for children from morning to afternoon.

Whole-school programme

- Contribute to Holiday Programmes and the wider ECA programme as agreed with the ECA Department.
- Carry out supervision duties across the school as required, for example during breaks, lunchtime, school events and trips.
- Follow the school's safeguarding and child protection policies at all times.

POSITION 9 OF 9

Youth "Hort" Group Leader

Hours: Full or part time (40 or 20 hours per week) **Working days:** Mon–Fri, occasional Saturday

We are looking for an engaging, experienced youth practitioner to lead a "Hort" group and be a strong pedagogical figure in our afternoon programme. In the tradition of the German Hort, you will give students a safe, structured and stimulating afternoon that balances free time, creative activities and social learning. You will also help shape our Secondary afternoons, offering activities within your skill set.

ESSENTIAL CRITERIA

- A recognised qualification in Education, Youth Work, Social Work, Psychology or a related field, or equivalent professional experience.
- Proven experience of working with young people in a school, youth work or after-school setting, including planning and running clubs or projects for teenagers.
- A strong pedagogical approach and good behaviour management, with an understanding of the needs of older children and adolescents.
- Leadership skills and experience of taking responsibility for groups of young people.
- An open-minded, intuitive and hands-on way of working.
- Excellent social and communication skills, including with parents/guardians and colleagues.

DESIRABLE CRITERIA

- Skills in one or more areas, for example creative crafts, sporty and active games, chess, drama, circus, scouting, debate, German language or Kiswahili. Other skills and interests that would enrich our afternoon programme are also very welcome.

KEY RESPONSIBILITIES

"Hort"

- Lead a "Hort" group, providing a safe, structured and caring environment throughout the afternoon.
- Plan a balanced afternoon of free time and creative, active and social activities.
- Act as a strong pedagogical role model, promoting positive behaviour, independence and responsibility.
- Communicate with parents/guardians and colleagues about students' wellbeing, behaviour and needs, and ensure safe handovers at collection.
- Keep accurate "Hort" attendance and records.

Secondary afternoon programme

- Plan and deliver leisure activities and social projects for Secondary students that are neither sport-based nor competitive, such as chess, creative activities, community service or charity initiatives.
- Create a welcoming space where Secondary students can connect, unwind and develop new interests.
- Work with Secondary colleagues to shape a varied ECA programme that responds to students' interests.

Whole-school programme

- Contribute to Holiday Programmes and the wider ECA programme as agreed with the ECA Department.
- Carry out supervision duties across the school as required, for example during breaks, lunchtime, school events and trips.
- Follow the school's safeguarding and child protection policies at all times.

Deutsche Schule Nairobi
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Application procedure

Interested candidates who meet the essential criteria should submit their application, Curriculum Vitae (CV) and references by email to **applications@germanschool.co.ke**, using the position title as the subject line, for example “Swimming Coach”.

Applications will be reviewed on a rolling basis, so interested applicants are encouraged to apply as soon as possible.

Application deadline: Wednesday 11th November 2026
Interviews commence: Monday 16th November 2026

Due to the volume of applications, only shortlisted candidates will be contacted.