

Job Description

Job title:	Programme Manager – North West or West Midlands Region
Dept/Project/Service:	The Research led Schools Programme
Reports to:	Programme Director – School Improvement
Responsible for:	N/a
Contract type:	Initial 15 month full time contract, with flexible/part-time working options and secondments considered
Salary:	£38,000 - £43,500 dependent on experience (minimum 3 years in education)
Usual office base:	Central Manchester, with regular travel in North West or West Midlands Region

The programme:

The Research-led Schools Programme is an innovative approach to school improvement that aims to support underperforming schools to become world class, research-informed deliverers of outcomes for their young people. Combining the success and learning from Right to Succeed's pilot with Education Development Trust's experience of working with government at scale, we now plan to roll out this new collective impact, evidence-led approach to improvement with schools in new areas of the North West and the West Midlands.

Job purpose:

As a Programme Manager within the North West or West Midlands Region, you will be working with primary and secondary schools serving low-income communities to support them in developing interventions that will transform outcomes for pupils in KS2 and KS3. You will support teams across several schools to:

- 1) Effectively embed interventions from a range of our evidence based delivery partners
- 2) Support the adoption of a research led approach to improving outcomes in the school, helping the school to identify and evidence need, before designing and delivering collective solutions to these needs
- 3) Help the schools to reflect on the learning gained through this work and spread that learning throughout the school.

You will also work with the Programme Team to share challenges and learning, accelerating the programme's effectiveness in helping schools to improve outcomes.

Job objectives:

Our team of Programme Managers support the growth, development and delivery of our work and are routinely given opportunities to expand their skillset and work alongside organisations that perform a diverse range of inspiring work in the sector. You'll contribute to the success of the Programme by:

- Building relationships with key stakeholders in schools and partner organisations so that they can work together effectively to drive the maximum impact of interventions
- Providing direct strategic and operational support to the internal school improvement team and building capacity within the school to adopt a research led approach
- Overseeing the monitoring of performance and outcomes, ensuring the programme is performing as expected and drive mid-stream adjustment to correct the course of travel where required
- Helping shape the culture, infrastructure and systems within our schools to inform the iterative development of our programme, including supporting the local governance infrastructure for the project

Scope:

This role will require significant local travel between schools in either the North West or West Midlands region, regular travel to the central Manchester Office and very occasional travel to the Central London or Reading Office. It is essential that the post-holder has access to a car in order to travel efficiently between schools.

Person specification:

Experience

Essential:

- At least 3 years' experience in the English education sector
- A track record of leading successful initiatives targeting improved pupil outcomes
- Proven experience of managing relationships with senior stakeholders
- A developing understanding of the evidence base around education

Desirable:

- Experience of translating analytical research into practical recommendations and concrete actions
- An understanding of research led practice in schools (training will be provided)
- An understanding of collective impact approaches (training will be provided)

Skills:

Essential:

- Proven organisational and project management skills
- Ability to influence, inspire and to initiate change
- Ability to manage conflict
- Excellent relationship management skills and ability to work with a wide variety of stakeholders
- Strong problem-solving skills and ability to draw up practical and effective solutions
- Ability to work independently and as part of a team working on a larger project
- Effective communication skills including strong written English skills (report writing, research and presentation)
- Sound ICT skills
- Numerate with the ability to analyse and interpret pupil data from a range of sources.
- Ability to work on multiple tasks at the same time and to plan effectively to meet programme deadlines

- Ability to be self-motivated, flexible and effective as a professional who shall largely make deliverables away from the Programme office

Desirable:

- Ability to deliver training

Knowledge

Essential:

- Ability to represent the charities credibly with schools and external contacts in the education sector

Desirable:

- In-depth knowledge of education improvement (e.g. education policy and strategic planning, system reform, capacity building, teacher professional development, curriculum development, school evaluation and accountability, school leadership, assessment, education economics, etc.)

Key Competencies for the role:

Our Values	Key Competency 1	Key Competency 2
Commitment	Deliver excellent service to our schools and partners	Work as part of a team committed to delivering a mission
Integrity	Uphold principles and values	Following through on responsibilities
Humility	Approach our work with professional curiosity	Demonstrate learning and the application of your learning
Collaboration	Building effective relationships	Influence and negotiate the conditions to create impact

Right to Succeed and Education Development Trust are committed to safeguarding and promoting the welfare of children, and applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employers and the Disclosure and Barring Service.