

Instructional Leadership Institute: Executive Director

Anticipated Duration: Permanent
Anticipated Start: As soon as possible
Location: Cape Town, South Africa

About Ark, and Ark's Education Partnerships Group

Ark is a charity that aims to transform children's lives through education. Our network of 37 schools in the UK achieves great results for young people, and some of our schools are among the best in the country. The ventures that we develop and support are tackling some of the most challenging problems facing young people, both in the UK and around the world.

Incubated within UK education charity, Ark, the Education Partnerships Group (EPG) is an international not-for-profit consultancy that partners directly with governments to shape and strengthen their education systems through pragmatic and implementable policies. We believe that every child has the right to a high-quality education, wherever they go to school. We also believe that the world cannot afford to lose another generation of children to the education crisis. Our vision is that every government is equipped to ensure that every child goes to school and learns.

Today, EPG works in six countries, five of which are in Sub-Saharan Africa: South Africa, Uganda, Ghana, Sierra Leone, Cote d'Ivoire, and Cambodia.

We work directly with governments on reforms at the system level. We prioritise being contextually relevant – taking into account the political, cultural and social landscape in the countries where we work. We strive for our work to be evidence-based and aim to use what we learn to refine our support and inform global debate.

About the Instructional Leadership Institute

In South Africa, learners from low income backgrounds are disproportionately likely to miss out on good schooling and finish school with low levels of literacy and numeracy, limiting their life chances and fuelling the cycle of poverty. School leaders play a key role in changing this trend; evidence shows that there is a direct path between good leadership and learner outcomes. However, many school principals face significant barriers, including the challenge of employing instructional leadership practices and systems, in order to support high quality teaching and learning processes in their schools.

The Instructional Leadership Institute was initially set up by Ark South Africa in 2016, working in partnership with Relay Graduate School of Education in the United States and the 1 World Network of Schools. We are three mission-aligned organisations who have significant experience in school improvement and extensive success working with some of the most disadvantaged communities in the US, the UK and globally. Our programme is centred around 'instructional leadership', which focuses leaders' attention on ensuring and facilitating quality teaching and learning. At the same time, we study and explore the barriers South African leaders face and identify high leverage topics that resonate with government school principals. We deliver this curriculum using a rigorous training approach based in deliberate practice, and reinforce that via coaching and supplemental training to support quality implementation. Our aim is to work with principals and aspiring principals in South Africa to build instructional leadership capacity (e.g. observation and feedback,

school culture, data driven instruction) and overall effectiveness to support them to achieve transformational outcomes for their learners.

Now in its second cohort, the Institute consists of a 22 month training programme for school principals and aspiring school leaders (e.g. deputy principals, heads of department). Training includes intensive residential sessions, follow up coaching and peer support. Our team is currently comprised of various members from the US, UK and South Africa. However, we are committed to establishing a permanent, accredited training institution in South Africa led by local staff: an Executive Director, a dean and coaches.

The successful applicant will receive ongoing developmental support from the ILI Interim Executive Director and the Interim Dean for as long as is required. This will consist of training in best practices in instructional leadership, frequent check-ins and feedback, and collaboration on program design and delivery.

The Role

This is an exciting, demanding role that will give the post-holder an opportunity to have system-wide impact. It is the most senior leadership role within the organisation. Ultimately, the Institute will aim to spin out from Ark's EPG and establish itself as a strong, local, independent organisation.

You will lead the organisation, ensuring the team is lead and supported in carrying out the mission and vision of ILI. With support from the ILI board, you will lead on strategy, oversight of the organisation and quality assurance. You will be responsible for business development, fundraising and stakeholder management. As Executive Director you will be accountable for ensuring all project objectives are delivered on time and within budget. Additionally, you will manage a Dean and a Programme Manager.

In order to excel in this role, the post-holder will need a clear vision for ILI, and the ability to apply this vision strategically to ensure the programme is successful. The post-holder will also have been a very effective leader within the corporate or NGO sector, and will ideally have some experience within the broader basic education sector. They will be a credible professional both internally and externally and have experience of managing a large and complex team and its budget. The successful candidate will champion our values and embody them in interactions with colleagues and partners.

QUALIFICATIONS

Essential Qualifications and Experience:

First and foremost, the Executive Director of the Instructional Leadership Institute must share a sense of urgency and social responsibility regarding the need to improve learner academic achievement in South Africa through school leadership training.

- A bachelor's degree or PCGE.
- Share the team's sense of urgency and social responsibility regarding the need to improve learner academic achievement in South Africa.
- Experience of managing a complex team and its budget.
- Experience of managing complex projects.
- Credible professional, both internally and externally.
- Active listening skills and belief in school leaders' potential.
- Strong team player and collaborative nature.
- Systems-thinker and willingness to help inform our programme design and growth.

- Confidence to express one's opinion, even if different to others on the team.
- A demonstrated passion for education in under-resourced communities and commitment to empowering others.
- Strong sense of self-awareness, ability to reflect on one's own performance and commitment to act on areas for growth.
- Strong interpersonal communication skills.
- Ability to work efficiently and intensely in an entrepreneurial environment
- Strong organisational skills.
- Understanding of the legacy of apartheid and its impact on the South African education system.
- Familiarity with instructional leadership practices, such as teacher observation and coaching, leading data analysis with teachers, leading school culture, and/or leading continuous professional development sessions for teachers.

Desired Skills and Qualifications:

- An advanced degree strongly preferred.
- Experience of senior management.
- Experience of setting an organisation's vision and strategy.
- Experience in launching and leading entrepreneurial organisations within the corporate or NGO sector in their start-up phase.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- **Strategic oversight and quality assurance**
 - Hold the vision and mission of the organisation.
 - Lead on the establishment of the Institute as a strong, local and independent organisation.
 - Develop and implement the existing sustainable strategic plan for ILI including funding, M&E, governance and Accreditation.
 - Hold overall accountability for the programme.
 - Oversee and quality assure the programme to maintain its integrity and objectives.
 - Oversee the effective delivery of the programme on time and within budget.
- **Business management and development**
 - Lead the business planning to determine the programme's medium and long term sustainability strategies.
 - Hold ultimate responsibility for the Institute's financial health and sustainability – holding oversight of the budget and financial processes.
- **Fundraising**
 - Broaden and diversify funding relationships: Initiate and develop a relationship and secure funding with at least one new funder in South Africa.
 - Manage new and existing funding relationships both locally and internationally.
 - Maintain programme communications internally and externally, working to raise the profile of the Institute both nationally and internationally.

- **Programme Delivery**
 - Manage the team to deliver the programme objectives on time and on budget, including managing delivery of all training and coaching.
 - Report to the Steering Group and the Ark EPG Board on project progress, proactively managing risk and course correcting where required.

OUR OFFER

- Agile working - a dynamic and flexible internal culture that gives employees control over the way they work and supports wellbeing.
- A competitive annual leave entitlement - 25 days plus bank holidays.
- An employer pension and benefits contribution - 6%.
- Competitive salary commensurate with skills and experience.
- Access to interest free season ticket and bike loans, as well as childcare vouchers.
- A proactive, positive and progressive approach to team development.
- Ongoing, intensive coaching and support of the ED, Dean and Coach.

SUBMISSION REQUIREMENTS

Interested applicants should send a 1 - 2 page CV and a one page cover letter describing how their skills and experience align to the role to ILIRecruitment@arkonline.org. Applications will be reviewed on a rolling basis, and we will hire only when we find the right candidate.