

## Role: Programme Director, Global Schools Forum

Location: London, but open to remote working

Contract: Part-time Fixed Term (3-4 days / week)

Salary: Competitive, Dependent on Experience

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**We are looking for an ambitious and experienced professional who has significant experience in education and school settings, is passionate about social change, keen to work for a rapidly growing social startup, and has strong desire to design, lead and deliver member programmes for Global Schools Forum.**

**GSF strengthens the education sector by working with non-state organisations in developing countries who are serving children from low income backgrounds.** We bring together a thriving global network that supports our members to deliver quality education and facilitate a more supportive policy and funding environment for the non-state sector to transform student outcomes. **Over the past year, GSF has onboarded 46 new members who span 26 countries globally from India to Uganda to Brazil, collectively running or supporting 17,000 schools and providing quality education to over 2.2 million children.** This is an exciting time for an experienced education professional to join the team as we shift gears to accelerate our impact and increase our scale through our member programmes and services.

This role offers the unique opportunity to engage with and support innovative and inclusive school networks all working towards the same mission of quality education for all children. You will lead the design, development and delivery of our member offer, from identifying the thematic focus areas to designing the appropriate modes of delivery to executing the delivery via in-person events, virtual communities of practice, webinars, toolkits and more. As an integral member of a small entrepreneurial team, you will have the opportunity to contribute to a one-of-a-kind global organisation that is focused on transforming education outcomes in developing countries.

### **Key responsibilities will include:**

#### **GSF Programme Design Development and Delivery**

*Design, develop and deliver programmes and service to our growing member base and the global education community in a timely and professional manner*

#### **Content Development**

- Identify focus areas to design, develop and deliver programming for GSF members, including for example, school leadership, classroom pedagogy, child protection, finance and operations, and building effective school networks for scale
- Engaging proactively with members to co-create and curate resources for each member programme, including documents, webinars and toolkits
- Build and manage links with external experts and partner organisations to deliver professional development to GSF members as needed
- Design, deliver or coordinate professional development sessions responding member-driven needs
- Facilitate virtual joint working groups and communities of practice to foster collaboration and shared resources among GSF members

**Strategy & Data**

- Create a robust and differentiated plan for school operator and intermediary organisation members to support them to deliver high-quality education
- Develop a data-driven system to evaluate the impact of programmes and ensure content development is responsive to member priorities
- Engage and inputting into GSF's wider strategic direction

**Events**

- Lead on the design and delivery of member only events and develop a regular programme of activities for members, including in-person and virtual events
- In partnership with the Director, plan wider GSF events, such as our Annual Meeting and Study Tours, to ensure programming is aligned to member needs and priorities
- Develop and maintain strong networks, remain updated on new innovations and trends, and engage with current education debates attending networking events as and when appropriate

**Additional responsibilities might include:**

- Managing and providing guidance to the Member & Events Officer
- Supporting Member & Events Officer with member recruitment and engagement
- Creating relevant content for internal and external communications
- Work alongside the Director to fundraise, design and deliver special projects, including the development and delivery of an Annual Member Census or a State of Non-State Sector report

**Required experience**

- At least seven years of relevant work experience starting up and working in high-achieving schools and school networks, ideally in a low or middle income country
- Deep understanding of how schools and school networks operate and the levers to improve student outcomes
- Strong understanding of current trends and innovations in K-12 school education delivery

**Required knowledge and competencies:**

- Excellent interpersonal skills and ability to build and maintain strong relationships with multiple stakeholders including members and external partners
- Outstanding verbal and written communication skills
- Self-starter with demonstrated ability to work on your own initiative
- Ability to work in a changing and flexible organisation and willing to learn new skills
- Strong project management and organisational skills; able to manage multiple concurrent activities and projects
- Comfortable with international travel (around 10 percent)

**Desirable competencies:**

- Masters degree in relevant field desirable
- Monitoring and Evaluation experience
- Knowledge of the international education sector

## **Background on the Global Schools Forum**

Global Schools Forum (GSF) is a community of education entrepreneurs who are running and supporting innovative and inclusive schools in underserved markets. GSF currently includes 46 members across Africa, Asia and South America collectively running or supporting 17,000 schools, and providing quality education to over 2.2 million children. We enable our members to scale their impact by collaborating with like-minded organisations; accessing expertise, tools and resources; connecting with funders and investors; and generating evidence of their outcomes. GSF also advocates for the non-state sector as a key actor in working to secure the rights of children to quality education. Read more on our [website](#).

## **How to Apply**

Prospective applicants should send their cover letter and CV to [info@globalschoolsforum.org](mailto:info@globalschoolsforum.org). Your cover letter should be one page, providing details of why you think you would be a good fit for the position; why your experience, expertise and interests are relevant to the role; why you want to work for the Global Schools Forum; and how what you've done to date is relevant to what we're looking for.

**Applications will be reviewed on a rolling basis, with an anticipated start date of August 1<sup>st</sup>. You are encouraged to apply as soon as possible.**

**All applications should be sent to [info@globalschoolsforum.org](mailto:info@globalschoolsforum.org) with the subject "Programme Director, Global Schools Forum." Please direct any questions or queries to the same email. Note that only shortlisted applicants will be contacted.**