

Ednorth Project Co-ordinator Job Description

Are you passionate about transforming the lives of our young people, and inspiring change in every classroom across the North East? We are looking for someone who is enthusiastic about how research can inform and inspire excellence in teaching to fill the role of Project Co-ordinator and lead the delivery of the **Ednorth** evidence-based excellence programme in schools across the North East.

Ednorth is a programme to inspire change in all classrooms across the North East and beyond by promoting a culture of informed debate, research, collaboration and excellence within education.

The North East requires a different approach to school improvement to close the gap between disadvantaged students and their peers and transform the life chances of our most under-represented students and their communities. In order to address the underlying issues affecting North East schools and their communities, and catalyse a long-term shift in North East educational outcomes, a fundamental shift in school culture across our region is required.

Ednorth will provide teachers across the region with the tools and techniques to cut through the fog of conflicting guidance, commercial 'silver bullets', and poor quality research that is currently driving the zero-sum game of educational improvements focused on exam results, and condemning our schools to cycles of under-performance and wasted effort.

Ednorth is not about getting ahead of the game, but changing the game completely. Our aims:

- Implementing a long-term shift in the education culture in the North East to one led by informed debate, research, collaboration and excellence;
- Driving regional and national policy; and
- Creating a nationally recognised 'Centre of Excellence' for educational thinking and the development and showcasing of new and cutting edge research from the frontlines of North East teaching.

Schools North East and a range of partners, who are committed to changing the game together, power **Ednorth**.

Schools North East is the first, and only, regional schools-led network in the UK. It represents all 1,150 schools in the North East. We are an inclusive network, creating a unique culture of collaboration and mutual support and bringing the expertise of our members to benefit developments within our region.

Required as soon as possible; reporting to and supporting the Director of Operations, the Project Co-ordinator will be responsible for the successful development and implementation of defined elements of this programme. You will grow and provide bespoke support to **Ednorth's** network of **Ednorth Advocates**, establishing them across the region, and you will be expected to achieve a range of associated targets.

Ednorth is also supported by SHINE who will be investing £500,000 of funding over the next three years for school-led projects in the North East to help raise educational attainment for children from low-income homes. The Project Co-ordinator will be responsible for engaging North East schools and key stakeholders with SHINE and its strategic objectives and programmes, supporting SHINE to effectively invest this funding by providing a pipeline of credible and robust school-led projects and grant applications.

An extensive understanding of evidence-based education is essential, as well as of the general education environment and the region's schools. You must be a mobile self-starter, willing to travel within the region, with a can-do attitude. This role involves generating funds to support the programme, monitoring project plans, schedules, budgets and expenditures, organizing and participating in events and stakeholder meetings, and ensuring that project deadlines are met in a timely manner and supporting schools to develop viable proposals for grant funding.

Key tasks include:

- Creating a North East Fellowship of Learning around evidence-based practice;
- Facilitating, supporting, and growing the **Ednorth Advocates** network;
- Generating and sourcing funds to support key elements of the programme, ensuring their sustainability and effectiveness;
- Facilitating the online **Ednorth** Virtual Community, ensuring it is a focus of news, debate, resources, and support for all school staff;
- Ensure the project is linked to regional, national, and international developments in this field;
- Co-ordinate and support regular 'TeachMeet' events across the region where evidence-based practices will be shared and debated;
- Develop 'TeachMeet Central' as a regional hub of information for teacher-led training;
- Support Schools North East and partners to host CelebrateEd, the annual 'Northern Celebration of Education', which will act as the showcase for **Ednorth** activity;
- Ensure project deadlines are met;
- Create a pipeline of credible and robust school-led projects for investment by funding organisations;
- Act as the main **Ednorth** point of contact for SHINE; and
- Support SHINE to identify quality applications for funding for school-led projects from North East schools and supporting schools to develop viable proposals for grant funding.

More information on [Schools North East](#), [Ednorth](#) and [SHINE](#) can be found on the websites.

Please apply with CV and cover letter to: recruitment@schoolsnortheast.com

Closing date: 4th August 2019

Shortlisting: w/c 5th August 2019

Interviews: w/c 12th August 2019 (date to be confirmed)

Ednorth Project Co-ordinator Person specification

	Essential	Desirable
Personal Skills and Qualities	<p>Able to understand and 'translate' academic research reports.</p> <p>Very strong interpersonal and influencing skills.</p> <p>A very confident and experienced networker.</p> <p>Ability to meet targets and work under pressure.</p> <p>Ability to use own initiative and to work effectively alone and as part of a team.</p> <p>Excellent written communication skills.</p> <p>Ability to present to large audiences.</p> <p>Problem solving skills, able to use creativity and innovation to generate solutions to challenging issues.</p> <p>Enthusiastic and proactive attitude.</p>	<p>Experience of developing training / CPD programmes for schools.</p> <p>Experience of conducting or participating in school-led research projects.</p>

	Essential	Desirable
Experience and Knowledge	<p>An extensive understanding of evidence-based education.</p> <p>Very strong project management background, including proven ability to develop and manage a discrete programme of work.</p> <p>Strong experience of education and Schools; including working with Head Teachers, CEOs, and senior leaders.</p> <p>Experience of writing grant bids for substantial funding.</p> <p>An in-depth understanding of issues affecting schools in the North East.</p> <p>Knowledge of Microsoft Office packages.</p>	<p>Experience, preferably research based, working in or with an evidence-based education organisation or university.</p> <p>Project Management qualification e.g. PRINCE2, APM or PMQ.</p> <p>Experience of teaching.</p> <p>Track record of successful funding applications to organisations such as the EEF.</p> <p>Experience of working at a regional or national level.</p> <p>Experience of managing a contacts database.</p> <p>Significant experience of developing, expanding, and maintaining professional networks.</p>

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