

Role Title	Education Manager
Location	Based at the MyBnk offices, London WC1H, with frequent travel around London and occasionally surrounding counties
Duration	Permanent
Salary	£30,000 - £35,000 dependent on experience, plus benefits package and training budget
Closing Date	23 rd February 2018

Do you have a 'wow' factor in the classroom?

Can you develop engaging and inspirational materials for young people?

Are you an ambitious and dynamic programme manager?

Then apply to MyBnk...!

Duties and responsibilities

You will join the MyBnk Education Team to design, develop and deliver MyBnk learning programmes in schools, colleges and youth organisations. This includes:

Programme Development & Management

- Manage MyBnk's current education programmes – refine them to ensure they satisfy curriculum and school requirements, remain exciting and relevant to young people, and produce effective learning outcomes.
- Creative development of accredited / curriculum mapped programmes in line with the MyBnk education ethos and project requirements.
- Liaise with the wider team to report back to funders, manage logistics, monitor expenditure, and market new programmes.
- Work with MyBnk's Training and Quality Manager to develop student outcomes, train the trainer programmes, and ensure quality.
- Network within the education and corporate sectors; building relationships with stakeholders, giving presentations and create opportunities within relevant networks.
- Manage and inspire a team of 3 Education Officers.

Programme Delivery

- Work with diverse groups of young people aged 7-25 years across London and the South East. This includes young people with Special Educational Needs (SEN) and those Not in Education Employment or Training (NEET).

- Deliver MyBnk programmes to an exceptionally high standard, meeting the MyBnk quality requirements and following the MyBnk Education ethos.
- Effectively engage learners with a style that is clear, concise, energetic and relevant.
- Commit to becoming an expert in finance education by having excellent subject knowledge and continuing your professional development.

Person Specification

We are looking for an energetic and engaging individual with a genuine interest in social change, education and the empowerment of young people. You will:

Qualifications

- Be educated to degree level, be a qualified teacher, or have an equivalent level of professional experience.
- Have experience of delivering foundation / accredited learning, and ideally have A1, V1 and/or PTLLS qualifications.
- Have a good grasp of Mathematics, having achieved GCSE grade B or equivalent.

Experience

- Have a minimum of three years' experience in successfully working with a diverse range of young people aged 7-25 years - including vulnerable youth (e.g. those leaving care, NEET, PRUs).
- Have a strong interest in financial education, and be committed to becoming an expert in this topic. Ideally you will have experience of delivering financial education, and a good understanding of these curriculum areas.
- At least two years' experience in managing staff effectively. Have the ability to engage and inspire a team of trainers.
- Have previous education programme management experience, and a proven track-record of success in developing attention-grabbing, engaging and effective educational materials and programmes for young people.

Skills

- Have a unique and engaging style of delivery, and ability to 'wow' young people the first time you meet them, taking them on a memorable learning journey.
- Be highly creative, with the ability to think on your feet and embrace new ideas.
- Possess strong IT and digital skills with an interest in using technology in education and enterprise. An ability to design educational materials using a variety of media including PowerPoint and Adobe Creative Suite is desirable.
- Have excellent interpersonal skills and the ability to build and maintain relationships with teachers, youth workers and senior management within schools, colleges and local authorities.

About MyBnk

The charity MyBnk is the UK's leading designer and deliverer of financial and enterprise education programmes for young people.

Our experts bring a range of workshops covering topics such as budgeting, tax, debt intervention, university finance and social enterprise to 7-25 year olds in schools and youth organisations.

We have helped over 190,000 young people manage their money and start their own business with 1,000 partner organisations. MyBnk also designs projects and training programmes for other organisations. We are recent winners of The Guardian Charity Award, Children & Young People Now Leaving Care Award and the Centre for Social Justice's Poverty Prevention Award. Our projects are proven and evaluated by the national Money Advice Service.

Employer Benefits

MyBnk are committed to the professional and personal development of all our team. We have training budgets that allow you to continually develop your skills. Previous training courses include Creative Facilitation, Behaviour Management, Train the Trainer and Leadership courses.

We also have a number of additional benefits for our employees including:

- 25 days per year annual leave (plus bank holiday).
- Matched contribution pension scheme (we match up to 4% of your salary).
- Income protection insurance.
- Death in service insurance (four times annual salary)
- Childcare voucher scheme.
- Cycle to work scheme.
- Enhanced maternity, paternity and adoption leave and pay.
- Flexible working policy.
- Season ticket loans.

MyBnk Values in Tweets

#YouthAtTheHeart of @MyBnk, why do we do it? – It's all about the young people #obvs.

#Impact @MyBnk, always delivering the best possible outcomes for young people #quality.

#LaughAsYouLearn @MyBnk bringing money & enterprise to life for young people, staying fresh, focused and fun.

#Driven @MyBnk, being relentless in the pursuit of our mission #pacesetting.

#StraightUp @MyBnk, telling it how it really is – helping young people make informed decisions.

Application Process

Please send a CV and covering letter to jobs@mybnk.org. In your covering letter please describe an example of a successful education project that you have developed for a group of young people and give details of its purpose, content and style.

Let us know of any restrictions on your availability for interview.

Any Questions?

If you have any questions about this role please contact Sharan Jaswal, Education Director:

- 020 3581 9920
- 078 5554 4718
- sharan@mybnk.org