

Job Description

Job Title:	Lead Adviser, Equity in Education
Group:	International
Dept/Project/Service:	Consultancy
Reports to:	Director of Consultancy
Responsible for:	Senior Consultants / Consultants, as appropriate
Usual office base:	Reading, with flexibility for hybrid working
Grade:	3

Job Purpose:

Lead Advisers within the Research & Consultancy team fulfil a dual role. First, they are a credible technical expert in a priority proposition or capability area* for Education Development Trust (EDT), with a track record of delivering results at scale on programmes internationally, able to provide specialist advice to programmes, ensure the quality of delivery, represent EDT as a thought-leader and contribute to methods development. Second, they provide high-quality advice and support to clients, delivering against consultancy utilisation targets on specialist consultancy, advisory, training and research services assignments, ensuring delivery on time, to budget and meeting client requirements, as well contributing to business growth for the International Directorate as needed. Reporting directly to the Director of Consultancy on the achievement of consultancy delivery, related business development and methods embedding, and working with other EDT Directorates to support the development of our corporate education solutions, and to drive long term business growth and improved educational impact.

**These are currently Equity in Education (including girls' education); Early Childhood Education; System Strengthening (evidence into policy); School Improvement (including accountability and inspections); Professional Development for Teachers and School Leaders; Climate Change and Education; English Language Learning; Future Readiness (careers, skills and employability); Research and Evidence Informed Practice; and Education Technology.*

Job Objectives:

1. Act as the senior technical expert¹ in the proposition/capability area for the delivery of consultancy assignments or large-scale programmes relevant to the proposition, acting as a source of technical expertise, quality assurance and on-the-job technical support and coaching to more junior colleagues.
2. As a fee-earning consultant, lead and manage teams for the delivery of consultancy assignments to time, cost and quality and where necessary, provide mentoring support to consultants to ensure a high performing and highly motivated team.
3. Lead the development and implementation of the Equity in Education proposition strategy, in collaboration with colleagues from Business Development, Public Research and the Lead Adviser (Insights & Innovation), leading on strategic projects where appropriate.
4. Provide quality assurance to the International Directorate projects/programmes as required in relation to Equity in Education.
5. Work with relevant Directorates in EDT to develop core methods, drawing out key insights and learnings from the role holders at scale programme delivery work and drawing on wider international evidence including our public research.
6. Where necessary, lead or contribute to public research projects and support impact reporting where required, including reporting to the Education Impact Committee on progress against impact intent statements in the Corporate Strategy.
7. Support the embedding of core methods for Equity in Education in our proposition areas, reporting to the Director of Consultancy, including methods statements and related assets, working closely with the Lead Adviser (Insights & Innovation) and with other Lead Advisers, where necessary reporting to the Chief Education & Skills Officer and Proposition Board on governance of core propositions.

¹ Whilst recognising there may be other (senior) technical experts across the organisation

8. Ensure new opportunities connected to Equity in Education are won using our core methods, where necessary quality assuring technical aspects of both consultancy and larger bids (working with business development teams).
9. Lead the professional development of colleagues in Equity in Education to promote knowledge of core methods and improve effective practice, including the facilitation of communities of practice or similar groups.
10. Represent the organisation as a genuine thought-leader in the field of Equity in Education, playing an active role in relevant networks, drawing on experience and expertise to further enhance EDT's profile in this area, further supporting / developing our corporate methods and solutions and contributing to thought leadership in the form of publications, participation / presentation at relevant events.
11. Support the development of strong client relationships as a basis for growth, building direct relationships and support key stakeholders, including Regional Directors, to strengthen relationships with key clients.
12. Support the development and implementation of EDT's business development strategy, supporting market analysis and strategy development, advising EDT Directorates on trends and directions in international education relevant to Equity in Education and new business opportunities that might be forthcoming.
13. As a fee-earning consultant, meet an agreed personal utilisation target (expected to be 70-80%, as agreed with the Director of Consultancy).

Scope:

The Lead Adviser will either be responsible for the line management of Senior Consultants and/or will have responsibility for leading on a particular theme of work related to the relevant proposition.

Person Specification:

Knowledge

Essential:

- » Demonstrable professional expertise related to education reform at scale in the use and development of Equity in Education and how it can support

improved teacher professional development, system strengthening, inspections and accountability, school leadership, girls' education, research and MEL/impact etc. with associated understanding of education policy and strategic planning, capacity development and reform processes internationally

- » Master's degree or equivalent in a relevant discipline
- » Knowledge of the disciplines relevant to the operation of a consultancy business – business development, marketing, financial management, project management
- » Knowledge of key tools and techniques in relation to line management and how to apply them.

Experience

Essential:

- » Proven experience as a delivery expert in the relevant proposition area which meets client requirements i.e. able to evidence extensive examples of high-level technical expertise including significant experience of at-scale delivery
- » Significant experience of managing a portfolio of projects or a complex programme in the proposition area, with the ability to manage a changing portfolio in line with client needs
- » Leading, managing and developing multi-disciplinary teams to meet or exceed delivery targets and achieve client satisfaction
- » Experience of successful business and strategy development, including at least two of: market analysis, strategy development, product development, thought leadership and client positioning, client relationship management, proposal development, partnership development
- » Existing strong networks in the relevant proposition area and experience of representing focal area on a global stage.
- » Proven senior people management and leadership experience, including performance management and talent development, with the ability to influence others and create an environment to maximise the team's potential
- » Development and maintenance of relationships with internal and external clients to raise a team's profile and build new business
- » Published research or presented conference papers related to area of expertise

Desirable:

- » Experience within our priority markets and/or working with current/potential clients
- » Consultancy practice leadership

Skills

Essential:

- » Excellent representational, negotiation, influencing and interpersonal skills
- » Excellent verbal and written communication skill
- » Ability to think strategically, investigating and delivering fit-for-purpose solutions
- » Strong stakeholder management skills, including the ability to influence at senior management level and to work collaboratively across organisational departments
- » Ability to represent the Company credibly at the highest levels in professional, technical and business development relationships with key client and external contacts primarily in the education sector
- » Strong problem-solving skills and the ability to draw up solutions that meet commercial and client expectations
- » Business development skills
- » Line management skills with the ability to develop junior staff
- » Coaching and mentoring skills
- » Confident in confronting difficult decisions

Desirable:

- » Foreign language skills

Competency Band: 2

Key competencies for the role:

Our Values	Key Competency 1	Key Competency 2
Excellence – creating and leading success	Delivering excellent service	Creating and innovating
Integrity – supporting and building trust	Building respect	Communicating with impact and empathy
Accountability – delivering and improving	Delivering commercial outcomes	Developing self and others
Collaboration – engaging and partnering	Building effective relationships	Engaging others to achieve goals

Job Family: Research & Consultancy

Education Development Trust is committed to safeguarding and promoting the welfare of children and adults whom we work with and come into contact with around the world. All applicants are subject to thorough screening and successful candidates are subject to the relevant level of criminal record checks with national police authorities or the UK's Disclosure and Barring Service (DBS). This will be at minimum a basic DBS check.

Education Development Trust also participates in the Inter Agency Misconduct Disclosure Scheme and we may request information from relevant job applicants' previous employers about any findings of sexual misconduct, including harassment, during employment, or incidents under investigation when the applicant left employment. By submitting an application, the job applicant confirms their understanding of these recruitment procedures.