

<p>Children in Crossfire Job Description Senior Education & Advocacy Manager</p>

Based at: Derry-Londonderry

Responsible to: Head of Strategic Planning and Development Education

Contract: Full-Time Fixed Term for 2 years (position maybe extended beyond 2 years, subject to funding)

Salary: Available on Request

Context

Children in Crossfire is a registered charity in Ireland that facilitates international development and Development Education (DE)/Public Engagement (PE) activities. We work in partnership with local organisations in Tanzania and Ethiopia to improve the lives of the most disadvantaged young children, with a particular focus on Early Childhood Education (ECE). In Ireland, we work through DE and PE to engage the public in issues of global justice, and through PE we also advocate for increased investment in ECE.

Our vision is a compassionate world where every child can reach his or her potential.

Children in Crossfire is currently implementing a programme funded education intervention until year ending 2021. The Senior Education and Advocacy Manager will continue to advance and implement the DE and PE Ireland strategy through the following major responsibilities:

1. Management of an effective DE and PE Programme rooted in the relevant Results Frameworks, and adhering to Children in Crossfire's Policies and Results Based Management Systems.
2. Implementation of the DE, PE, ECE Advocacy and Impact strategy, including the ongoing development of knowledge and research and future programmes.
3. Work closely with the wider Children in Crossfire team providing support as required.

Specific Responsibilities

1. **Management of an effective DE and PE Programme adhering to Children in Crossfire's Policies and Results Based Management System:**
 - Lead on the overall management and coordinated delivery of DE and PE programming, in line with the Results Frameworks, annual costed programme workplans, and donor frameworks.
 - Ensure programming meets national and international strategic standards, and demonstrates a cycle of continuous reflection, learning and development of the DE and PE programmes.
 - Successfully manage and provide support for the DE and PE team to implement all programme outputs as aligned to the relevant logic models, policies and strategies.

- Manage the collation and analysis of all programme impact data, ensuring accurate use of all Results Based Management Tools and data bases.
- Develop and oversee the implementation of interventions relevant to the achievement of the DE Compassionate School Award, ensuring good practice case studies, resources and guidelines are produced; and ensure a rigorous approach for the assessment of award applications is applied.
- To successfully increase funding from existing and new donors and manage all donor reporting.
- To develop new funding concepts in line with the programme growth and development plan.
- Report to, and cooperate fully, with the Head of Strategic Planning and Development Education on all aspects of your work on a monthly basis or more often as and when required including, but not limited to, overall management of DE/PE function; all matters of budgets ensuring all financial systems and budgetary controls are implemented fully; donor/funding updates.
- Lead on the strategic development and management of relevant partnerships to deliver effectively across all aspects of strategic programming.
- Keep good accurate records and information, evaluations and reports of a high standard for internal and external use.
- To oversee programme quality and contextual analysis.

2. Implementation of the DE, PE and ECE Advocacy and Impact strategy, including the ongoing development of knowledge and research and future programmes

- Ensure DE and PE programming contributes to and benefits from meso to macro-level Global Citizenship dialogue through leadership and engagement with other national and international key stakeholders across relevant partners, the wider sector and academia.
- Directly engage formal education (including ITE) Senior Leaders, Principals, and curriculum bodies to offer information and guidance on the compatibility of Children in Crossfire's programming with curriculum, policy and practice.
- Directly engage the youth work sector and relevant curriculum and policy bodies to offer information and guidance on the compatibility of Children in Crossfire's programming with curriculum, policy and practice.
- Develop and implement an ECE advocacy strategy in collaboration with relevant sectoral stakeholders at government and civil society levels to profile the need for increased ECE investment across the aid agenda.
- Develop and implement an ECE PE campaign, ensuring effective supporter communication and engagement in line with the overall organisational strategy
- Represent Children in Crossfire at key forums, including Dochas DEG, IDEA, CADA, curriculum/policy agencies and other key networks, ensuring a proactive contribution to relevant sectoral advocacy.
- Initiate and lead a cross-border advocacy group (with key stakeholders) to lobby for increased government Global Citizenship provision.
- Keep track of contextual developments relevant to formal education, ECE and youth work, and adapt programming approaches if necessary (in collaboration with Line Manager).

3. Work closely with the wider Children in Crossfire team providing support as required.

- Attend and participate fully in organisational team meetings as and when required.
- Be a strong team player for Children in Crossfire both internally and externally by motivating others to become actively involved to support the organisation; and liaise closely with the Fundraising Team, exploring mutual links with DE and PE.
- Adhere to all organisational policies, and implement accordingly.
- Ensure all relevant Safeguarding Measures are integrated across programming.
- Undertake any other duties to support the operations of the organisation as and when required.

Personal Profile

- Minimum of 5 years' experience of managing a development education programme, contributing to the global citizenship context at national and international levels.
- Demonstrable evidence of implementing results-based management processes, monitoring and evaluation to inform programme management and development.
- A minimum of 3 years' experience of managing a team of people.
- Educated to Masters level in the areas of Education, Youth Work, International Development or Social Policy.
- Demonstrable experience of preparing and managing successful funding proposals for a wide range of donors.
- Experience of coordinating research projects, including participatory qualitative interventions.
- Advanced knowledge of international development, the sustainable development goals and global poverty issues.
- Demonstrable experience of effectively engaging with curriculum and policy agencies (NI and ROI), in positioning and implementing global citizenship programmes.
- Good Communicator, ability to speak to groups, good self-expression, both verbal and written.
- Experience of coordinating working groups, advocacy groups and advisory groups.
- Has knowledge and understanding of promoting safeguarding and the welfare of children across programming activities.
- Ability to work effectively with a wide range of people.
- Ability to work to deadlines, prioritise and take initiative.
- Good administration skills.
- I.T literate.
- Carry out your work with integrity.
- Commitment to confidentiality.
- Commitment to the aims and values of Children in Crossfire, and commitment to working as part of the team.