Primary Engineer Head of Education: Research, Qualifications and Training

Award winning educational company seeks an energetic, determined and resourceful person to take the role of Head of Education: Research, Qualifications and Training.

Primary Engineer is a national organisation based in Burnley with offices in London and Glasgow. It has developed award winning teacher training programmes including a Post Graduate Certificate accredited by the University of Strathclyde.

Primary Engineer is a dynamic and well respected organisation with big ambitions to develop an EdTech programme of engineering and skills education at all levels, with children, teachers and engineers. To that end we are looking to recruit a specialist with experience in the delivery and management of courses at a Masters level, design of data capture and quality-assurance mechanisms, development of resources, accreditation and management of qualifications and development of teacher training courses a background in Digital Skills and/or IT would be essential to the role.

The right candidate would be required to develop impact studies and work with the team to identify funding and write funding applications.

Primary Engineer is currently developing an EdTech programme which enables teachers to collaborate with industry and develop projects which meet competencies required of the workplace (inspired by professional engineering institutions). The data generated will be used to develop longitudinal insights into 'what works' in STEM Education. The Head of Education would be required to work with the Programme Director in the design of data capture and quality-assurance mechanisms, development of resources, and accreditation and management of qualifications and courses.

Primary Engineer is also developing a Data Analytics and Visualisation programme for primary and secondary pupils which links to security. This role would require working with current contractors to develop the programme and ensure the pedagogies and skills embedded are cutting-edge.

Requirements:

- to further develop a range of qualifications for secondary pupils and adults;
- to monitor, manage and develop the portfolio of qualifications, taking them to market, managing their success and working with accrediting bodies;
- to manage and deliver the Postgraduate certificate 'Engineering STEM Learning' (online learning course currently with 20+ teachers);
- to generate qualitative and quantitative reports, both for peer-reviewed articles and for the general public;
- to develop the range of resources to support current training activities in Primary, Secondary and Masters-level education;
- have a creative approach to projects and able to identify fun ways to engage pupils;
- to work with PhD students assigned to look at impact and longitudinal studies and to act on findings to improve the business (not as supervisor but as contact point in Primary Engineer);
- to have knowledge of pedagogy, mindsets and capacities, and engineering and technology skills;
- to deliver some courses and to monitor and quality assess trainers;
- good team worker, well-organised and a self-starter;
- strong presentation skills;
- strong curriculum development, teaching and research background; and,
- masters level or higher level of education.

- Reporting results to management, colleagues, funders and industry partners on programmes as required

Role Descriptors

Teaching and learning support
- Design teaching material and deliver across a range of qualifications.
- Develop and use appropriate teaching, learning support and assessment methods.
- Identify areas where current provision is in need of revision or improvement and develop actions to address these issues.
- Lead curriculum planning, design and development in areas of specific expertise.
- Set, mark and assess student work and provide feedback to students.

Research, Knowledge Transfer and scholarship
- Engage in advanced scholarship and research as required to support teaching or professional activities.
- Conduct individual or collaborative advanced scholarly projects and disseminate their outcomes as appropriate through reports to commissioning bodies, through conferences of national or international standing or through published peer-reviewed outlets.
- Identify sources of funding and contribute to the process of securing funds for own scholarly activities.
- Extend, transform and apply knowledge acquired from scholarship to teaching and appropriate external activities.
- Develop and produce learning materials and disseminate the results of scholarly activity.

Communication
Communicate complex and conceptual ideas to those with limited knowledge and understanding as well as to peers using high level skills and a range of media.

Liaison and networking
Liaise with colleagues, industry and students.

Managing people
- Mentor colleagues with less experience and advise on personal development.
- Where appropriate, supervise the work of others.
- Coordinate the work of others to ensure modules are delivered to the standards required.
- Identification and management of specialist contractors to aid in project development where required.

Teamwork
- Coordinate and participate in appropriate teaching and learning/student support or other departmental functions, and develop productive working relationships with other members of staff.
- Coordinate the work of colleagues in order to identify and respond to students' needs.
- Contribute to quality assurance and enhancement and/or policy development.

Pastoral care

- Use listening, interpersonal and pastoral care skills to deal with sensitive issues concerning students and provide support.
- Appreciate the needs of individual students and their circumstances.

Initiative, problem-solving and decision-making

- Identify the need for developing the content or structure of qualifications with colleagues and make proposals on how this should be achieved.
- Develop ideas for generating income and promoting the business portfolio.
- Write successful funding applications
- Develop ideas and find ways of disseminating and applying the result of scholarship.
- Take sole responsibility for the design and delivery of own qualification content and assessment methods.
- Collaborate with colleagues on the implementation of assessment procedures.
- Advise others on strategic issues such as student recruitment and marketing.
- Coordinate, where appropriate, the validation/revalidation of qualifications and quality assurance/ enhancement processes, taking into account internal feedback and stakeholder views.
- Tackle issues affecting the quality of delivery within scope of own level of responsibility, referring more serious matters to others, as appropriate.

Planning and managing resources

- As head of education, co-ordinate with others to ensure student needs and expectations are met.
- Manage projects relating to own area of work and the organisation of external activities
- Be responsible for administrative duties in areas such as admissions, widening participation, examinations, assessment of progress, retention or student attendance.

Expertise

- Possess sufficient breadth or depth of specialist knowledge in the discipline of STEM (specifically Engineering and Technology i.e. Data Analytics), Mindsets and pedagogy to work within established qualifications and generate new programmes.
- Engage in continuing professional development
- Have an awareness of teaching approaches that will engage the interest and enthusiasm of students and inspire them to learn
- Understand equal opportunity issues as they impact on academic content and issues relating to student need.

General Requirements:
Masters Level or above qualification
Must be commutable to Cambridge Heath/Bethnal Green, London **OR** Burnley.
Option for occasional remote working.
Must be prepared to travel and spend occasional overnights away from home.

Salary £35000 - £42000 p/a depending on experience

To apply please send CV including a covering letter to Victoria.lane@primaryengineer.com
Please note applications without a covering letter will not be reviewed.