

Job Purpose

Lead the development and delivery of RAiSE (Raising Aspirations in Science Education).

Reporting Relationship

Reports to Education Director.

TWF UK Mission Statement

We are committed to building upon our knowledge and expertise gained through the design and leadership of innovative programmes to inform practice, influence change, and identify opportunities to continue developing Scotland's young people.

Main Responsibilities

The successful candidate will be responsible for the continued successful delivery of the RAiSE programme which has engaged with sixteen local authorities to date. We have the ambition to work with the remaining authorities in Scotland over the next five years, as appropriate. The post-holder will be based in Education Scotland, will be line managed by the Education Director at The Wood Foundation, and also report to an Education Scotland Senior Education Officer.

A key responsibility will be to provide strategic support to a network of Primary Science Development Officers (PSDOs) based in local authorities. The post-holder will also work closely with other partner organisations including Scottish Government, SSERC, the Association of Directors of Education (ADES) and local authorities to achieve the aims of the programme and ensure it aligns to national priorities and policies. This includes alignment to Scotland's STEM Education and Training Strategy, the Developing Young Workforce programme, National Improvement Framework, Scottish Attainment Challenge, Digital Learning and Teaching Strategy and promoting gender balance and equality in STEM.

- Project manage the RAiSE programme and lead on national evaluation and reporting requirements.
- Be responsible for the distribution of the RAiSE programme funding and work with local authorities to report on programme spend, ensuring value for money.
- Provide regular updates to funders on the administration of the funding.
- Work in close partnership with Education Scotland STEM and Improving Gender Balance and Equality (IGBE) officers to ensure effective communications and a coordinated regional approach to developing STEM support.
- Liaise with key staff and teams across Education Scotland and Scottish Government to ensure the programme aligns with other policy areas and priorities and to access support for participating local authorities as required.
- Work in close partnership with SSERC to build on existing achievements and programmes to support science, particularly SSERC's Primary Cluster Programme for Science and Technology.
- To liaise with other national science providers and partners to identify and develop new opportunities, facilitating a coherent and coordinated national approach.

- Provide high-level support to local authorities to support their planning and development of action plans and to engage with schools' leaders and strategic decision-makers.
- Ensure effective networking and professional learning opportunities are in place for local authority PSDOs and that their activities are guided by research and other evidence.
- Provide bespoke support to local authorities and the PSDO network.
- Organise PSDO networking and professional learning events.
- Contribute to a national online community for primary science and STEM to facilitate sharing and collaboration.
- Develop and share case studies nationally to highlight effective practice in science and STEM.
- Work alongside The Wood Foundation Learning and Evaluation Manager to further develop local authority evaluation with consideration of how to measure impact and continually evolve the programme offer and support.
- Provide guidance to participating local authorities to support learning, teaching, and assessment in STEM.

Person Specification

Competencies required

The following competencies are key to performing the job successfully:

People management

You will have credibility and will be able to create conditions to build a confident and effective PSDO team that empowers, values, develops and motivates people. You should be responsive to change and be able to manage your workload and capacity to deliver. You should be self-aware and recognise your impact on others to create a positive collaborative environment which builds strong relationships, supports diversity and equality and promotes health and wellbeing.

Leading others

You will be able to communicate a clear vision which supports actions and engages others in collaborative working. You should also take responsibility to deliver consistent services whilst managing risk and resources to support continuous improvement. This will involve actively managing your authorising environment and making connections across boundaries to build strong networks and partnerships.

Improving performance

You should be highly organised and have experience of managing projects and be able to adapt quickly to meet changing priorities. You should be able to maintain and promote risk management processes to improve strategic planning and resource allocation.

Communications and engagement

You will be an excellent communicator, demonstrating a high level of skill in both oral and written communication. You will be able to communicate effectively to a range of different audiences and have experience of developing high quality resources. You should be able to

communicate complex information clearly, presenting strategic ideas in a clear and positive way.

Analysis and use of evidence

You will be able to recognise the validity and limitations of evidence in supporting evaluative assessment of progress against desired outcomes. You should also be able to capture and share knowledge & information widely across the system.

Financial management

Deliver the programme objectives within budget, applying procurement policies and procedures, knowing when to seek advice from finance specialists.

Person specification

Essential criteria

It is essential that the successful candidate is able to demonstrate the following:

- Excellent knowledge of science and STEM within the context of Curriculum for Excellence.
- Proven track record in a leadership position within an education sector organisation.
- Excellent interpersonal skills, confidence in dealing with a range of contacts.
- Experience of partnership working with the ability to build and maintain strong and effective working relationships.
- Previous experience of managing the progress, delivery and budget of key education projects.

Desirable criteria

It is desirable (but not essential) that the successful candidate is able to demonstrate the following:

- Ability to work independently and as part of a team.
- Able to take a flexible and adaptable approach to work with the ability to work under pressure.
- Ability to have attention to detail in all aspects of work.
- Well-developed ICT skills.