

HOW

Highland One World Global Learning Centre

"inspiring learning for a fairer future"

HOW Global Learning Officer

Highland One World is a small 'not for profit' educational charity based in Inverness High School which exists to promote sustainability and social justice. We work with teachers and Local Authority education staff to support Global Citizenship education. You would be joining a small team consisting of a full time Global Learning Coordinator, part-time Global Learning Officer and part-time Administrators.

Global citizenship education is concerned with the processes that foster:

- *the knowledge, understanding, skills and values which promote social, economic and environmental justice locally and globally;*
- *the importance of equality, diversity and social justice in a multicultural society and interdependent world.*

Global Learning Officer Job Description

The role of the Global Learning Officer is to inspire and support educators to develop young people as active global citizens. The post has a local, national and international dimension. This will involve collaborating with existing staff to:

- Fulfil the aims of a new EU-funded project using innovative approaches to engage young people with migration issues and the Sustainable Development Goals
- Develop partnerships with local third sector organisations
- Develop and deliver professional development opportunities for teachers on a range of global citizenship themes (eg CPD sessions and events)
- Develop resources for teachers and educators
- Support teachers and educators to develop lesson plans and units of work
- Support other aspects of Highland One World's work as required.

Person specification – Essential

- Up to date knowledge and experience of Global Citizenship and the Scottish education system
- Commitment to issues of social justice and sustainability – locally and globally
- Knowledge and understanding of relevant agendas e.g Learning for Sustainability, Sustainable Development Goals and the UNCRC.
- Teaching or education qualification at degree level or above or a minimum of 3 years equivalent experience
- Excellent interpersonal and communication skills
- Values in line with Highland One World
- Ability to develop and deliver training sessions for teachers and educators
- Ability to develop education resources for teachers and educators
- Highly motivated and able to work independently, creatively and be responsive to others
- Ability to work in an inclusive, collaborative and flexible manner



Inverness High School, Montague Row, Inverness, IV3 5DZ
Tel: 01463 714395 E-mail: info@highlandoneworld.org.uk
www.highlandoneworld.org.uk
Scottish Charity Number 20773



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- Excellent organisational skills with some experience of project management and event organisation
- Excellent facilitation skills
- Ability to take the initiative and act on opportunities within parameters of an agreed strategy
- Good time management and ability to meet deadlines
- Good IT including website skills
- Experience of working with young people
- Driving licence and access to car
- Ability to work flexibly, including some evening and weekend working as required
- Flexibility to travel in Scotland and occasionally overseas

Person specification – Desirable

- A good understanding of current refugees/migration issues
- Experience of using creative approaches to learning e.g using ICT, storytelling and film
- A proven track record in delivering project outcomes
- Experience of developing partnerships with multiple stakeholders
- Experience of fundraising
- Familiarity with the geography of the Highlands and its effect on educational provision
- Understanding of the role of the voluntary sector

Terms and Conditions

The post is ideally 4 days per week (0.8 fte) however applications for 2 or 3 days (0.2 or 0.4 fte) will also be welcomed. The post holder will work from an office base in Inverness High School, with flexibility for occasional home working.

Salary: £26k - £29k pro rata depending on experience (Point 30 to 34 on the Local Government Scale) + 5% employer's contribution to pension

Annual Leave: 25 days + 9 public holidays (pro rata)

The post is in the first instance for 12 months starting December 2017, with the possibility of extension dependent on funding. Appointment is subject to the receipt of satisfactory references and PVG clearance.

The successful candidate will be line managed by the Global Learning Co-ordinator who in turn reports to HOW's Management Committee.

Please complete and submit a CV and Personal Statement by noon on Tuesday 24th October.

Email: info@highlandoneworld.org.uk

Interviews will be held on Wednesday 1st November 2017 in Inverness.

To arrange an informal conversation about the post please contact info@highlandoneworld.org.uk



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