

## Learning Development Manager

An exciting opportunity to develop and lead a joint education programme for schools, young people, and families across the four Community Rail Partnerships ([Wiltshire](#), [Gloucestershire](#), [Worcestershire](#) and [Severnside](#)).

Community Rail Partnerships (CRPs) bring together local groups and partners along railway lines to work with the rail industry to deliver a range of community engagement and promotional activities. They promote understanding of the importance of local railways, in terms of improving mobility and sustainable travel, community cohesion and wellbeing, and social and economic development. There are around 60 Community Rail Partnerships across the country, supported by an umbrella association known as the [Community Rail Network](#). Each CRP is an independent organisation, with freedom to design their own programme of activities according to local need and priorities, under the key pillars set out in the [Department for Transport Strategy](#) for Community Rail published in 2018, these being:

- providing a voice for the community
- promoting sustainable, healthy and accessible travel
- bringing communities together
- support diversity, inclusion plus social and economic development

Our joint education programme will engage audiences through resource generation shared on our web portal, and inspiring outreach opportunities. We are seeking an experienced learning development manager to help drive forwards our vision. This role requires someone who is experienced at managing and delivering complex education programmes and familiar with working with multiple partners.

### ESSENTIAL REQUIREMENTS – Must Have

#### Knowledge & Experience

- Extensive experience and enthusiasm for delivering curriculum-led educational sessions, in an inspiring and motivating way
- Clear understanding and extensive experience of the education sector, ideally with connections to and knowledge of schools in the areas covered by the four Community Rail Partnerships ([Wiltshire](#), [Gloucester](#), [Worcester](#) and [Severnside](#))
- Experience of managing partnership projects, preferably across different regions, to ensure the programme meets targets and outcome ambitions within the project timeline
- Ability to capture and effectively analyse data to report against project outcomes
- Proven management experience
- Appreciation of and passion for sustainability and rail travel
- An appropriate teaching qualification or level of experience relevant to the position, e.g. PGCE
- Ability to work supportively and empathetically with teachers to devise creative, targeted ways to engage young people
- Experience in leading and coordinating provision for pupils with special educational needs
- Commitment to safeguarding and protecting the welfare of children and young people

#### Abilities & Aptitudes

- Clear and effective communicator, including in large groups and events
- Excellent personal time management and reliability, able to meet tight deadlines and work in a calm and effective manner

- Experience of working as a competent and effective team manager, including with remote workers and support teams
- Experience of editing content for web pages, marketing materials and social media
- Experience of writing funding bids and grant applications
- A current first aid certificate and experience in undertaking risk assessments
- A working knowledge of Microsoft Office applications and Google Drive, and proven administrative skills
- A willingness to learn new applications and technology as appropriate
- Ability to demonstrate knowledge and/or experience of equalities and diversity issues
- A preparedness to work flexibly as the role may involve weekend work, for example

## DESIRABLE REQUIREMENTS – Could Have

### Knowledge & Experience

- Experience of community engagement
- Awareness of school initiatives such as Eco-Schools awards and travel schemes
- Experience in public speaking

### Abilities & Aptitudes

- Ability to devise case studies to demonstrate how the project is delivered
- Experience of editing software, e.g., Photoshop
- Excellent IT skills with an innovative and creative approach to design
- Experience of developing and maintaining databases
- A current, clean driving licence with access to a vehicle is desirable

For more information regarding this post please contact [education@communityrail.uk](mailto:education@communityrail.uk)

**Deadline for applications:** Monday 11<sup>th</sup> October 2021 5pm

**Salary:** £33,000 per annum

**Location:** The Learning Development Manager will work across the four community rail partnerships and will need to be based within the region. Travel within the different regions will be required and the LO can utilise office space in Wiltshire, Gloucestershire, Bristol, and Weston Super Mare as well as home working.

**Start date:** January 2021 (an earlier start may be possible if less notice period is required)

This position is **full time** on a **fixed term contract of 15 months**.

This position is subject to a DBS check.

To apply for this position please email [education@communityrail.uk](mailto:education@communityrail.uk) with your CV and a covering letter outlining your suitability for the position against the above criteria.

All applicants are requested to view our [equal opportunities policy and complete our equality and diversity monitoring form](#) and send as part of your application. Completion of this form is voluntary and will not affect your application.