



Senior Online Learning Lead

Salary: £36,000-£42,000, depending on experience

About Voice 21

Voice 21 is the national oracy education charity. We exist to empower every child to use their voice for success in school and life. Our work transforms learning and life chances through talk by increasing access to a high-quality oracy education for those that need it most. Follow the links to find out more about [why oracy is so vital](#) and the [impact Voice 21 has](#).

Your opportunity

Tackle a vital challenge, with great people. Voice 21 exists to transform childrens' learning and life chances through talk and we are aiming to be working with 2,000 schools a year by 2025. To reach this goal we recruit great people and give them real responsibility, training and support.

Output focused culture, with flexible working opportunities. We have an agile and flexible approach – our team can work when and wherever works best to deliver the requirements of their role. For staff working at home, we support them to create a workspace and provide technology that enables them to work effectively.

Real development opportunities. We believe in supporting people to develop the skills they need to be excellent – whether this means funding external training, finding a mentor to support them or giving them the time to learn from others in the organisations through our regular CPD sessions. We also offer paid study leave for team members taking part in formal studies outside of work.

Great benefits. 33 days holiday (inclusive of bank holidays) and additional Christmas closure period. Holiday entitlement increases linked to length of service, 5% employer contribution to pension, interest-free season ticket, cycle and technology loans, employee assistance scheme.

For more information on why we think you should apply for the role, see the “Why work for us” section at the end of this job description.

Your purpose

To design and curate a high quality programme of online learning ‘products’ for teachers which are valued by our schools, meet their needs, and accelerate the impact of their Voice 21 Oracy Schools membership.

This is a newly created role in the team and the post holder will play a significant part in shaping it in order to deliver its core purpose. The role may evolve based on the needs of our growing organisation.

Your responsibilities

Learning development

- Develop online products which meet the needs of our schools and can deliver impact at scale. For instance, developing products aimed at specific audiences within our network of schools.
- Lead on our online learning experience for teachers as we develop the next generation of our online

learning platform, The Voice 21 Exchange, due to launch in Autumn 2023.

- Facilitate professional learning for groups of teachers in Voice 21 Oracy Schools, driving impact in our schools.
- Create and deliver high quality learning content and resources for teachers. E.g. write content for online CPD modules; design, resource, deliver and train others in online short courses; write for and/or edit our weekly resources newsletter; review and refresh individual parts of our online offer and the offer as a whole.
- Commission, quality assure and manage a varied range of products, all of which have teacher learning and oracy development at their core. This may involve collaborating across teams and with partner organisations.
- Work closely with Programme Leads to develop impactful learning products in their area(s) of expertise.

Quality and review

- Uphold exceptionally high standards for our online learning and share, model and develop this in others across the team. Enable a range of people from across the team to contribute to the programme through clear briefs, thoughtful input and valuable and timely feedback.
- Review the performance of our online learning products, identifying the relevant information needed to do this, and use this analysis to improve our offer over time.
- Hold yourself and others accountable for the difference our online learning programme makes in our schools.

Team leadership and development

- Set and own your team's goals, budgets and risks. Consistently influence the goals of other teams across Voice 21 and collaborate to enable their achievement.
- Direct line management responsibility for Educational Content Producer(s) and a Programme Coordinator. Your line management responsibility may change depending on the nature of the work in your team.
- Play a leading role in developing others, building our culture of expertise and learning within the team. Develop approaches to knowledge sharing which enable us to continually learn from our front line of our work in our schools and use this learning for continual development of our people and our programmes.

Your Progression

Within 1 month, you'll have:

- Explored the opportunities and challenges to each of our current products, and the thinking and process that sits behind each of them.
- Established ways of working with key colleagues: our Educational Content Producer, Programme Leads, Head of Programmes (Pathways), Head of Design and Innovation.
- Begun delivering our existing online learning offer and creating briefs and commissioning learning materials within the Programmes team.

Within 3 months, you'll have:



- Used your expert eye and our impact data to spot what's working well, with plans afoot for improving existing products or developing new ones.
- Identified areas of expertise within the team which we should mobilise more effectively for a greater number of schools to benefit from.
- Established the processes needed for product design and development cycles, working with others across directorates to do this.
- Identified the data you need to build a complete picture of each product's performance and impact and started using this to improve performance.

Within 6 months, you'll have:

- Established new products within our offer, working with others to roll these out
- Contributed to our cross-organisational project to find the next generation of the Voice 21 Exchange, using your understanding of the learning opportunities you want a future platform to deliver.

From 6 months onwards, we expect for you to be:

- Setting the vision and scope for our online learning offer and using your ingenuity and influence across the organisation, and beyond, to source the best and brightest ideas to feed our offer.
- Owning cycles of product development and review needed to ensure online learning delivers on its potential.
- Working on strategically important projects and products in online learning, such as the next generation of the Voice 21 Exchange, which are fundamental to our plans to scale our impact.

This job is for you if you...

- Are excited by the opportunity to create learning opportunities which will have an impact in hundreds of schools across the country.
- Are passionate and knowledgeable about oracy education and the power it has to transform outcomes for the least advantaged students;
- Have experience of developing and delivering compelling learning content and experiences which engage teachers and lead to impact on students in the classroom.
- Are a self-starter who takes on new opportunities and challenges with positivity and enthusiasm;
- Are an excellent communicator, able to capture complex ideas simply, both in written and oral communication;
- Are comfortable managing ambiguity, happy to tackle problems that don't have clear outcomes or solutions.

Who you'll work with:

- The rest of the Programmes team, to ensure our online learning offer is high quality and relevant for our schools.
- You'll line manage our Educational Content Producer and Programme Coordinator and report to our Director of Programmes.
- Our Learning & Impact team, to ensure that our approach to teacher development and school improvement runs through the learning experiences offered to teachers in Voice 21 Oracy Schools.

Where you'll work: Remote, with regular travel to our London Office and elsewhere and occasional overnight stays required.



Contract: Permanent, subject to successful probation review at 3 months.

Terms: We would welcome applications on a full-time or 4-day per week basis.

Application details

To apply:

Please send your most recent CV and a document answering the questions below to careers@voice21.org with the subject “Senior Online Learning Lead application”

- Tell us why you want to work at Voice 21. What is it about us and our mission that excites you? (Max. 400 words)
- Making direct reference to the job description, please tell us the three main reasons why you would make an excellent Senior Online Learning Lead (Max. 400 words).
- Tell us about something you have achieved recently that you are proud of? (Max 200 words)

Please state in your application where you saw this vacancy advertised.

Please also click [here](#) to fill out our Equality and Diversity Monitoring Form

Closing date: 12noon, Tuesday 31st May. Please note applications will be reviewed on a rolling basis and we reserve the right to close recruitment should a strong candidate be appointed before this deadline. You are encouraged to apply as early as possible.

If you are a teacher applying before the May half term notice deadline, please indicate this on your application - we will aim to prioritise reviewing your application ahead of the deadline.

Interview date: Interview window is between 7th May - 10th June. Interview dates and times will be confirmed once the application window has closed.

Start date: ASAP from early July, although we are prepared to be flexible for the right candidate.

Questions: if you have any questions about the role, or would like to discuss it before submitting an application, please contact Alice Stott, Director of Schools (alice@voice21.org)