

Role Profile

Freelance Trainer

Schools Connect programme

Role information		
Role type	Freelance Trainer	Reports to Head of Schools Programme, British Council Pakistan
Business Delivery	Choose an item.	
Role purpose		
<p>To support the British Council Pakistan Schools team in the smooth implementation and delivery of British Council Schools Connect programme:</p> <ul style="list-style-type: none"> • In the delivery of high-quality face-to-face/digital leadership training within the school sector of Pakistan on core skills, standards and textbooks. • In the delivery of Monitoring, Evaluation and Learning (MEL) in compliance with British Council programme MEL standards for the reporting of the school leadership programme in Pakistan. • In contributing to the development of related materials and resources. • In delivering high-quality training that enhances the British Council's reputation in Pakistan as the provider of choice for leadership professional development in the school sector. • In ensuring all course documentation (attendance templates, participant profiles, trainer reports, course reports etc) is completed accurately, kept up-to-date and submitted according to agreed standards and timelines. • In the wider aims of British Council and its cultural relations mission in Pakistan. • To plan and deliver quality leadership training for school leaders working in public sector under Ministries of Education and associated department in Pakistan, in order to develop their leadership skills and knowledge as part of Schools Global Programme. 		

- To deliver programme in compliance with British Council Equality, Diversity and Inclusion and Safeguarding standards.

Area of impact – to improve the quality of school leadership and teaching and to build international dimension in schools.

Result – Schools Connect is delivered to high quality and inclusive standards.

Role context

The British Council's leadership courses have a huge impact on transforming the leadership approach which has enabled school leaders to perform their job successfully using advanced skills, tools, techniques and knowledge. Based on international quality and standards, Schools Connect programme offers tailor-made training opportunities accredited by international credible organisations.

British Council has a successful track record of working across Pakistan with public and private sector schools. Due to successful implementation of the leadership courses, government partners have approached us to design bespoke courses which can be offered on large scale through digital and blended mode of delivery.

The Schools Connect programme is designed to respond to country demand for connection to UK expertise on key educational themes and facilitating these connections through policy dialogue, advocacy and technical assistance.

Pakistan faces significant challenges in securing high quality, inclusive school education particularly in relation to the quality of teaching and school leadership, the inclusion of marginalised children, particularly girls and those with SEND – Special Education Needs and Disabilities - and the effectiveness and relevance of the curriculum.

British Council is uniquely positioned to **support school reform and development** in priority areas by connecting ministries to UK expertise. By supporting this systemic reform, British Council helps Pakistan's development and education agendas by creating more equitable, high quality school systems.

British Council validated trainer and researcher pools will be engaged to offer oversight and technical expertise and to support project activities.

Our signature training approach is grounded in coaching, mentoring and reflective learning. We focus on developing the ability of school leaders to deliver improved learning outcomes and implement their school development plans, with a focus on internationalising their school.

The role will be expected to engage with internal stakeholders, the Schools Connect Pakistan team and other trainers and with external stakeholders including participants and administrative staff across Punjab, Khyber Pakhtunkhwa, Federal Territory and Sindh and other geographies.

Main accountabilities

The main accountabilities of this role is to provide high quality advice, enabling services and knowledge to support the effective, cost efficient and professional delivery of British Council business.

- Consultancy, analysis and problem solving.
- Leadership & management
- Planning
- Relationship and Stakeholder management
- Professional services expertise
- Sector and subject expertise

For Recruiter / Hiring Manager use only

Proof of Identity requirements/right to work in country

Candidates are expected to have researched whether they have the right to live and work in the country in which the role is based.

Shortlisting

Background Checks

Initial and continuing employment with the British Council is subject to an annual background check.

Offer

Standard Screening

Yes

Language Requirements

The British Council systems and global processes operate in English language. Written and verbal proficiency in professional level English language is required.

Additional job requirements

Proof of Identity requirements/right to work in country

Candidates are expected to have researched whether they have the right to live and work in the country in which the role is based.

Background Checks

Initial and continuing employment with the British Council is subject to an annual background check. The job undertaken defines the nature of check(s) and assessment applied.

Other requirements

- The training consultant may be additionally expected to work over weekends.
- The training consultant will manage their local and inter-city transport and travel as per the requirements of the British Council training calendar.
- The training consultant will be representing the British Council brand and is essentially the face of the organisation to clients in meetings and in the training space. Therefore, the training consultant is expected to be professionally attired during all client interactions and maintain a high standard of decorum and personal grooming.
- Domestic travel and weekend working would be included for this role.

Person specification

Certification and Professional Qualifications

1. At least 5 years post-qualification experience in a leadership role (preferably within the last 10 years)
2. Training/Teaching skills related to leadership, governance, management, pedagogy, communication, curriculum, textbooks and understanding your learners and learning technologies.

Education

Undergraduate university degree (equivalent to 16 years of qualification). Post-graduate qualifications and leadership training certifications preferred.

Role specific knowledge and experience

Training Skills

- Ability to deliver training in a facilitatory and participatory style
- Ability to deliver training in a culturally sensitive way (i.e. local context specific)
- Ability to respond to participants' needs in a creative and flexible way
- Ability to design and adapt activities and materials to meet participants' needs.

Personal qualities

- Ability to discuss and agree appropriate learning outcomes
- Ability to listen and communicate effectively and provide appropriate feedback
- Ability to build strong professional trainer to participant relationships
- Ability to sensitively show professional confidence to objectively challenge misconceptions

- Ability to model best practice base on knowledge and experience.

Content knowledge

- A strong knowledge of the school leadership, core skills framework and modules
- Ability to adapt and apply the modules to the local context
- Ability to work with both school leaders and practising teachers.
- Flexibility to apply module content in response to group demands

Desirable

- Experience working in remote locations in a development context.

Role specific skills

Training/Teaching skills related to leadership, governance, management, pedagogy, communication, curriculum, textbooks and understanding your learners and learning technologies

The post holder will be working with senior administrators, school leaders and teachers therefore knowledge about Pakistan government system, structure and function is essential.

British Council core competencies

Communicating and influencing – 4

Planning and organising – level 3

Using technology – level 2/3

British Council values and behaviours

British council values and **behaviours** are applicable across our organisation, in all roles and at all levels. They are important because they say what we stand for at the British Council and help us to deliver our strategy. We use them to guide our decision making, as well as guiding how we treat one another and the people we work with. These will be assessed in the selection process. Our values are:

Open and Committed; Expert and Inclusive; Optimistic and Bold.

The behaviours for each values pair can be found on our Careers portal for external applicants.

Role Profile completed by

Name: Muhammad Ali

Date

26 September
2022