

Learning Programmes Lead

Isle of Wight, UK

We are looking for someone with experience of the circular economy to join us in a senior role, based at our head office in Cowes. You will be responsible for managing the delivery of multiple activities incorporating free online learning and face-to-face workshops. You should have experience of managing teams, mobilising groups and be passionate about the idea of a circular economy and want to play your part in inspiring others to learn about it.

Role & Responsibilities

Reporting to the Learning Executive Lead, your main responsibilities will be:

- Manage the creation of tools and experiences that effectively inspire and equip people to participate in the move to a circular economy, whilst meeting realistic timelines with clear success criteria.
- Work with a core team and wider Foundation colleagues to manage the development of circular economy learning from digital to face-to-face engagement.
- Work closely with relevant teams such as digital, communications and design to deliver content that maps to audience needs and the objectives of the programme.
- Liaise with content creators/owners accordingly to maintain effective delivery and quality.
- Informed by the Foundation's approach to developing content using an audience-focused approach, work effectively with the Learning Design group and wider team to coordinate the development of content building a powerful portfolio of tailored solutions for our target audiences.
- Coordinate team members who work on data analysis and ensure they provide timely reporting; analyse results from this quantitative and qualitative research and adapt the programme content accordingly.
- Manage relevant budgets, work closely with our funding team and prepare regular updates for our funders; liaise with our advisory board and ensure our projects stay on track against funding objectives.

Person specification

- People management experience as well as bringing groups and individuals together around a shared agenda.
- Experience of managing budgets and reporting to stakeholders.

- Excellent written and spoken English.
- Confident presenter used to engaging with a diverse range of stakeholders.
- A creative and solutions-focused approach to problem-solving.
- Strong knowledge of the principles of the circular economy together with the work, vision and aims of the Ellen MacArthur Foundation.

Desirable but not essential:

- Evidence of working with digital content.
- Experience in designing learner journeys to achieve a range of learning objectives.
- Facilitation skills: experience of bringing individuals and groups together running events and driving towards set outcomes.

What we do:

The Ellen MacArthur Foundation is an innovative not-for-profit organisation with a mission to accelerate the transition to a circular economy. The Foundation works with the world's largest organisations and the emerging innovators that are bringing a circular economy to life. If you would like to learn more about the Ellen MacArthur Foundation or the circular economy, please visit www.ellenmacarthurfoundation.org

***Please apply with CV, covering letter and salary expectation to:
Barbara Calland (barbara@ellenmacarthurfoundation.org)***

Desired starting date:	From October 2019 onwards
Closing date:	19 th September 2019
Salary package:	Competitive within the charity sector and with generous holiday allowance, gym membership etc.
Location:	Cowes, Isle of Wight. Remote working is not possible for this role.