

SUAS

JOB DESCRIPTION

Job Title

SUAS IRELAND PROGRAMME MANAGER

Reports to

HEAD OF PROGRAMMES

Location

DUBLIN

Team

SUAS IRELAND

Salary Scale

Competitive depending on experience

SUMMARY OF JOB ROLE

Suas is an international NGO focused on children's literacy. Our mission is to transform the lives of children and young people through education. We currently run programmes in Ireland, India, Zambia and Kenya. In Ireland Suas works in designated disadvantaged (DEIS) schools, providing literacy support for 8 to 14 year olds who are struggling with reading and writing. This year we are rolling out numeracy and digital literacy interventions in the same schools. We target our interventions in the most disadvantaged (urban band 1 DEIS) schools in Dublin, Cork, Limerick, Galway and Waterford. To-date we have worked with over 3,300 children in nearly 50 partner DEIS schools.

We are now recruiting a Programme Manager for Suas Ireland who will lead and be accountable for the delivery and development of Suas' work in disadvantaged schools in Ireland. The role holder will also support the development of Suas' educational work, working closely with other staff of Suas to develop our design and monitoring and evaluation approaches. The role-holder will report to the Head of Programmes, and will manage 1-2 staff involved in the delivery of our education work in Ireland.

MAIN RESPONSIBILITIES & DUTIES

Suas Ireland Programme Manager

- Lead programme design, including literacy and numeracy intervention approaches.
- Ensure strong M&E systems are in place and delivering evidence of programme outcomes, and take forward research on Suas interventions in DEIS schools.
- Cultivate and manage relationships with key stakeholders including Dept. Education & Skills, IPPN, INTO, schools and CSR point-of-contact in corporate donors.
- Lead programme expansion planning, including forecasting resource requirements, budgeting and optimising the current model to maximise child-to-euro output.
- Develop programme/team workplans, and manage programme expenditure against budget and programme risks and issues.

- Oversee the involvement of volunteer mentors in our interventions (including recruitment and training approaches).
- Prepare reports for Suas/donors as necessary.

PERSON SPECIFICATION

Essential

- Formal, internationally recognised qualification in Education
- Minimum of five years' work experience working in an educational setting
- Knowledge and understanding of leading practice in education
- Experience of monitoring and evaluating education projects or programmes
- Excellent and proven organisational skills and high attention to detail in managing a diverse and demanding workload, working as part of a team and on own initiative
- Excellent interpersonal and people management skills
- Excellent written and verbal communication skills
- Excellent working knowledge of Excel and other MS Office programmes.
- Knowledge of database systems
- Full clean driver's licence

Desirable

- A keen understanding of educational disadvantage and international development
- Knowledge and understanding of development education aims, methodologies & content
- Experience working in the NGO sector an advantage, but not essential
- Knowledge and understanding of Irish civil society and charities sector

TO APPLY

Applications including CV and cover letter should be submitted to hr@suas.ie by closing date: Sunday 5th November 2017.

Candidates must be legally entitled to work in Ireland at time of application.

ABOUT SUAS IRELAND'S WORK

In Ireland Suas work exclusively with designated disadvantaged (DEIS) schools targeting our support towards children aged 8-14 years, who are struggling with basic literacy and are starting to fall behind their peers and lose confidence as learners. One in ten children in Irish schools has serious difficulty with reading or writing but in some DEIS schools this is as high as almost one in three students.

In the past school year we worked with 758 children through 65 projects delivered in 35 DEIS schools. We deliver evidence-based literacy support interventions and recruit and train volunteer mentors (from local corporates, third level colleges and the local community) to deliver one-to-one interventions with rigorous monitoring and evaluation.

For the intensive AcceleRead AcceleWrite programme, children and mentors work one to one using a computer with text-to-speech software to improve the reading, writing, spelling and listening skills of children. Studies show this five-week programme can boost a child's reading age by five and a half months on average.

In the Paired Reading programme a child receives one-to-one support twice a week for eight weeks. This intervention typically doubles the rate of progress in reading accuracy for most children with even bigger improvements for many.

While reading scores are important and an essential aspect of this intervention, mentors and partner schools repeatedly emphasise the improved confidence and self-esteem of children participating in the interventions that come from the one-to-one attention of mentors. We have recently embarked on a research study to better understand these changes.

We are in the process of rolling out a numeracy programme. This programme was piloted in the 2016/17 school year in response to the demand from our partner DEIS schools to help students struggling with basic numeracy concepts using a model similar to our literacy support programme.