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| Job Title | Head of Engagement Projects (maternity cover) |
| Department | Engagement Projects |
| Reporting to | Director of Engagement Projects |
| Level | £51,000-£55,000 p.a |
| Contract | Fixed term (14 months) part / full time (4 to 5 days a week) |
| Location | London/Hybrid Working (about 40/60) |

# About EngineeringUK

EngineeringUK is a not-for-profit organisation, which works in partnership across the engineering community with a wide range of organisations from business and industry, education, professional institutions and the third sector, to understand the engineering sector and the skills it needs and to develop, deliver and promote effective initiatives and programmes to inspire young people to consider a career in engineering. Together we’re working hard to improve the diversity of the young people we inform and inspire into engineering, helping to create a diverse and inclusive engineering workforce that reflects the UK population. And we’re growing our collective understanding of how to inspire young people into engineering to meet the workforce needs for environmental sustainability.

We guided by a series of values that we apply to all our activity.

We are insightful and open and honest with our insight so that everything we to inspire young people into engineering is based on clear and up-to-date evidence, gained by listening to and learning from our community.

We are courageous and dynamic in the development, piloting and promotion of ideas and activities which can help us all to inspire tomorrow’s engineers and increase the talent pipeline for engineering.

We are passionate about inspiring a new generation on engineers and a positive difference to young people’s lives.

We are inclusive, with partnership and collaboration at the heart of what we do. We are determined to reach those people who are under-represented in modern engineering.

About the role

Reporting to the Director of Engagement Programmes, the Head of Engagement Projects has a breadth of responsibility that will be critical to delivering our 2023-28 strategy. You will provide strategic development and iterative delivery of projects that directly work with young people, typically 11-14 year olds, to inspire them into engineering and technology. At this time, these are Energy Quest and Robotics Challenge in-school workshops that are delivered by a network of partners across the UK. These projects and newly developed projects respond to evaluation, funder and young people’s changing needs.

A significant part of the role is to actively develop and seek funding for new products especially in strategic priority areas (e.g., AI, renewables, ethics). It is critical that these projects align with our other engagement activities, especially the Big Bang Programme, and together these activities make up the third strand of our strategy – to expand EngineeringUK engagement - and we are seeking to double the reach of our more intensive activities over the next 5 years.

The engagement projects delivered by your team are dependent on external fundraising, so you will develop close relationships with funders working closely with our Business and Industry team who lead on fundraising. You will also work closely with colleagues from across the rest of EngineeringUK, including our evaluation, communications teams, and oversee the management of external partners responsible for delivering the projects. The role will work with part-time support from one member of staff who you will also manage, but this would expand if needed depending on the number and scale of projects running at any time.

The role is London based at the EngineeringUK offices at 10 Lower Thames Street, London EC3R 6EN and may involve some travel in the UK. We believe that hybrid working has many benefits and are pleased to offer flexible working with a baseline of 2 days (or 40%) a week in the office and core hours of 10am to 4pm.

# Role responsibilities

* Lead the strategic development of the engagement projects in your team ensuring alignment with the EUK longer term strategy
* Oversee the operational delivery of the engagement projects so they achieve their KPIs and outcomes
* Lead the strategic direction, scoping and development of new engagement projects working closely with the Director of Engagement Programmes
* Work closely with the EUK research and evaluation team to grow our understanding how to effectively engage young people from underrepresented groups in engineering and technology
* Manage the sunsetting or legacy of any engagement projects reaching the end of their delivery
* Ensure alignment with commercial strategy to bring in funding for new and existing programmes
* Manage budgets and reporting on project performance
* Line manage a project manager and support their growth and development
* Work in line with EngineeringUK values and support achievement of our organisational objectives.
* Undertake any training and development as required for the role.
* Any other duties and tasks as directed and required by your line manager.

This is a general guide to the key responsibilities of this role, it is not exhaustive. Similarly, the amount of time that you spend on various aspects of the role may vary.

# Person specification

Essential Skills / Competencies

* Experience in developing and delivering complex projects for young people that meet stakeholder, funder, audience and participants’ needs, taking an evidence-based and iterative approach to delivery
* Excellent leadership skills and ability to motivate and influence others including those outside of own team
* Excellent communication, relationship building and networking skills; able to work effectively at senior levels and influence others’ priorities
* Ability to work independently and flexibly within a rapidly changing environment
* Willingness to learn and develop new skills and knowledge
* Additionally, you may have an understanding of the STEM engagement sector, its challenges and impacts, and its educational context
* Commitment to our mission and values, you will be able to engage with our values and work in a way that supports our commitment to Equity, Diversity and Inclusion.

Education / level of experience

* Experience of having delivered projects/programmes which engage a young person audience.
* Experience of having worked with funders as a key stakeholder in programme development.
* Having embedded an evidence-based approach in delivery.

EngineeringUK is committed to being an inclusive workplace, where everyone feels they belong.  This is supported by the dedicated work we are doing to ensure our policies and practices are inclusive and that our staff are trained to be able to fulfil this commitment.