

peas



Education Officer Candidate Pack

Our Mission

To expand access to sustainably delivered quality secondary education across Africa

www.peas.org.uk

About us



PEAS (Promoting Equality in African Schools) is a not-for-profit that expands access to inclusive, quality secondary education across Sub-Saharan Africa. Our vision is a world where all children enjoy an education that unlocks their full potential.

At the heart of our work are the 38 PEAS schools across Uganda and Zambia, where we deliver a high quality, low cost education in hard-to-reach communities. We draw on this experience to work hand in hand with governments so all young people can learn in a safe, inclusive environment. That means each year we support over 200,000 young people, in marginalised communities across Uganda, Zambia and Ghana.

Our award-winning programmes are designed and delivered by Africans for Africans. Evidence shows our students come from poorer households and make faster learning progress. And our girls are more confident and better equipped for life after school.

It's an exciting time for PEAS. Our reach and impact is growing rapidly; we support 10x the number of students we did 5 years ago, we are building more schools and have expanded into new countries

Our strategy is focused around a period of rapid growth. During this period, we aim to grow our school networks to double their size, launch in a new country and expand our wider impact by strengthening education systems. To be achieve this, we need to be working as efficiently and effectively as possible. We are looking for an Education Officer that can help us do this so that we can work towards achieving our exciting and challenging ambitions.



The Opportunity



Role and department	Education Officer – Technical Team
Contract	Permanent
Compensation	Competitive
Location	Flexible – dependent on country. In the UK, Zambia and Uganda this will be a blend of working from home and office. In Ghana this will be 100% remote.
Start date	ASAP

About PEAS Technical Team

The PEAS Technical Team is a small team of experts who work to continually strengthen PEAS' impact across our network of schools and beyond. Areas of work on the team is varied and exciting. The Technical Team:

- Supports education leads in Uganda, Zambia and Ghana to design and implement high impact education programmes within our school networks.
- Provides technical education and monitoring and evaluation advice and support to our country programmes in Uganda, Zambia and Ghana.
- Designs and runs internal and external research projects to make sure we are learning as much as possible about how best to improve the quality of education in our schools
- Supports collaborative partnerships with the Ugandan, Zambian and Ghanaian governments and other organisations to impact as many young people as possible.
- Proactively shares our evidence and know-how with our partners and the international education community.

The Opportunity

The Education and Partnerships Officer role is an exciting opportunity to support PEAS in crucial areas during a period of growth. The role will involve working closely with education teams in Uganda and Zambia to drive education quality.

This will include designing professional development frameworks and resources for teachers, school leaders, and support officers, ensuring alignment with evidence-based teaching practices. They will support the roll out of a new competency-based curriculum in Zambia by developing tools, resources, and quality assurance processes to ensure effective implementation. Additionally, the Education Officer will contribute to key education initiatives, including structured pedagogy programs and school improvement efforts in government schools, while supporting fundraising and external communications.

The successful candidate will need to be a strong educationalist with a deep commitment to supporting young people to fulfil their potential in and through education. They will need to be a quick learner, highly organised, and adept at working flexibly to support evolving team and organizational needs. Strong written and verbal communication are essential, as well as enthusiasm for working with multi-national teams.

Responsibilities of the Role



The Education Officer will play a critical role in advancing key education priorities across PEAS. Specific responsibilities may adjust depending on the specific background of the successful applicant.

1. Designing Professional Development Frameworks and Resources for Educators (30%)

- Collaborate with colleagues to assess training needs and develop professional development plans for teachers, school leaders, and support officers.
- Design and refine training materials, guidance documents, and resources aligned with national and international best practices and evidence of effective teaching.
- Support the implementation of a Trainer of Trainers model to cascade effective professional development to schools.
- Regularly review and update resources to reflect evolving educational priorities and best practices.

2. Support the Implementation of Competency-Based Curricula (30%)

- Work with colleagues in Zambia to support the transition to a competency-based curriculum at both primary and secondary levels.
- Develop tools and resources to aid curriculum implementation, including training materials, schemes of work, and common assessments.
- Establish and oversee quality assurance processes for curriculum-related training and materials.
- Synthesise and share external research to ensure PEAS' curriculum approach remains evidence-based.

3. Ensure PEAS Education approach is translated into practice by contributing to Key Education Priorities (30%)

- Work with others on PEAS Education Roadmaps in Uganda and Zambia to ensure we maintain a clear focus on top priorities aligned to our approach, and set priorities for network improvement based on evidence
- Through this, provide technical support on key education priorities, including supporting the effective rollout of a structured pedagogy program in Zambia, PEAS Skills Development Framework and PEAS' school improvement initiatives in government schools.

4. Supporting Business Development, Fundraising, and Communications (20%)

- Contribute to proposal writing and fundraising efforts to secure resources for education programmes.
- Provide technical input for external communications, including reports, presentations, and publications

Who we are looking for



Someone who has ..

- ✓ Teaching experience focused on improving student learning outcomes
- ✓ Strong understanding of evidenced and international best practices in education, including leadership and teacher development
- ✓ Passion for international education with a genuine interest in latest research and thinking
- ✓ An understanding of, and ideally relevant experience in Sub-Saharan Africa
- ✓ Excellent English written and verbal communication skills – able to adapt writing for different audiences including funders, governments, technical audiences and teachers or leaders. Advanced Maths skills, to a recognised high standard would also be preferred.
- ✓ Proficient in Microsoft Office, including PowerPoint and Excel.
- ✓ A strong ability to synthesise secondary research
- ✓ At least a Bachelor's Degree. A relevant Master's Degree would be an advantage.

And who is...

- ✓ A qualified teacher
- ✓ Resilient and professional – works well under pressure; deals with challenges professionally and calmly and doesn't let setbacks hold them back or discourage them
- ✓ Open minded – willing to listen to others and consider new ways of approaching problems
- ✓ Zero ego – prepared to get stuck in
- ✓ Entrepreneurial – excited by the opportunity to join a fast growing, fast changing teams; adaptable and able to work flexibly
- ✓ A self-starter – who shows initiative and is interested in finding solutions to problems
- ✓ Thorough – has strong attention to detail

Working at PEAS

No matter what the role, team, context or country, we are all guided by our values, intrinsically motivated and energetic.

- Have impact - opportunity to really stretch yourself and contribute to having real impact in improving the life chances of all children through educational opportunity.
- Part of the PEAS Pod - joining a small team who are extremely effective, proactive, supportive and values aligned
- Collaborative cross-organisation working style - enables employees to develop skills and knowledge outside of their core role
- Flexible working – Typical flexible working options can include working from home and/or flexible hours and we are open to discuss any possible flexible options with employees.
- Annual leave - 28 days for full-time employees, pro-rata for part-time plus bank holidays
- Pension - Eligible employees are auto-enrolled into PEAS contribution-based pension scheme with up to 6% matched employer contributions
- Wellness and wellbeing – Employees have immediate access to an employee assistance programme (EAP) through Health Assured. The EAP provides access to both proactive and reactive wellness and wellbeing services to you and your immediate family 24hrs a day, 365 days of the year.

Our values



Focus on Lasting Change

Our work should benefit students and communities now and for generations to come. So sustainability is core to everything we do. We consider the wider consequences of what we do, because what matters is maximum long term impact across society.



Be Honest

Trust and integrity are everything. We are transparent about our impact and programmes. We don't support corruption. We don't pay bribes. We don't receive bribes.



Be Collaborative not Competitive

We put true impact before personal or organisational glory. We collaborate within and beyond the organisation to maximise collective impact.



Be Entrepreneurial

PEAS was founded with an entrepreneurial spirit and it is embedded in who we are. We are nimble, ready to respond to new opportunities and challenges. We are not afraid of taking risks and leading the way.



Champion Empowerment

We hold each other to account. We maximise autonomy by providing high quality support to decision-makers throughout the organisation.



Adopt a Growth Mindset

We dare to be better. We continually push ourselves to improve. We appreciate and learn from mistakes which we see as a necessary side effect of striving for ever growing impact.



Look at the Evidence

Evidence can be scarce in our sector. We strive to make use of the available evidence while also contributing our own. Our decisions are based on research and data combined with our practical experience.

How to apply

To apply, please click on the link [here](#) to complete the application form and email your CV to recruitment@peas.org.uk.

The closing date for **ALL** applications is **Friday 14th February 2025 at 1700hrs UK time**.

We will review and shortlist applications on a rolling basis and may close the application process sooner than the date specified should we receive a high number of suitable candidates. Due to high volumes of applications, if you have not heard from us within 2 weeks of the closing date, please assume you have been unsuccessful on this occasion.

We are committed to ensuring our opportunities are accessible to all, so if there is any way that we can support you to be the best you can be in the recruitment process, please do get in touch by e-mail on info@peas.org.uk.

We welcome all applicants and will always treat every application fairly based on merit.

PEAS is highly committed to keeping children safe from harm and preventing corruption. We therefore take our responsibility to promote safe recruitment practices very seriously, including conducting appropriate reference and background checks. We also operate a zero-tolerance approach to any PEAS employees who breach our Safeguarding and Anti-Corruption Policies, which all employees are required to sign upon induction.

PEAS is an equal opportunity employer that does not discriminate in its recruitment practices and, in order to build the strongest possible workforce, actively seeks a diverse applicant pool.