

THE MONEY CHARITY

Job Title – Education Officer – Children & Young People

Reports to – Director of Financial Education

Contract Type – Permanent

Working Hours – We welcome applications from candidates looking to work part-time or full-time (up to 37.5 hours per week)

Location – London – Clapham / Hybrid working (minimum 40% of working time in the office)

Salary – £29,000 – £34,000 FTE per year (or pro-rata equivalent if part-time), dependent on skills and experience

About Us

For over 30 years, The Money Charity has been the UK's Financial Capability charity. We proactively provide education, information, advice and guidance to people of all ages, helping them to manage their money well and increase their Financial Wellbeing.

We believe that being on top of your money as a part of everyday life reduces stress and hardship, helps you achieve your goals and live a happier life as a result, so we empower people from all backgrounds across the UK to build the skills, knowledge, attitudes and behaviours to make the most of their money throughout their lives.

We also work to promote Financial Wellbeing in the UK by working with the financial services industry to improve practices and outcomes for their consumers, and by influencing policy-makers, media, industry and public attitudes.

We are a small, passionate team with a big reach and an open mind, committed to quality, accessibility and inclusiveness. We offer a flexible work environment that values creativity, personal growth and collaboration.

About the Role

Each year, we reach around 35,000 children and young people through the delivery of our Financial Education Money Workshops in schools, colleges and community groups across the UK. The Workshops are interactive, engaging and relevant, covering topics including budgeting, saving, borrowing, insurance, uni money and much more. Children and young people love having the chance to talk about money, ask questions and think about what they are going to do with theirs!

We are looking to recruit a member of staff to help carry out the day-to-day management of the Workshop content, resources and delivery through our freelance trainer network, as well as deliver some Workshops directly to children and young people themselves. The applicant will play a pivotal role in ensuring The Money Charity's Financial Education work is carried out efficiently and to the best standards, with opportunity for in-role development and professional growth.

We are looking for somebody with the drive and initiative to take this area of work forward as we seek to grow our delivery levels and reach in 2027 and 2028. The applicant should have fantastic presentational skills, enjoy being creative, and be confident in a classroom environment. They should have excellent interpersonal skills and be able to develop relationships with a range of stakeholders. We are looking for someone with enthusiasm for providing children and young people with life skills, as well as supporting the charity's aims and objectives. The applicant must be able to work under pressure, deliver tasks to an agreed timescale and have the ability to manage their own workload, as well as working as part of our small, supportive team.

This varied role will provide an excellent opportunity for the applicant to influence and deliver our flagship, evidence-based programme with national reach, whilst also being able to enjoy the buzz of being in the classroom regularly themselves.

Key Responsibilities

The role will include responsibility for:

- Coordinating the delivery of the charity's Financial Education Money Workshops, including the booking process, physical resource ordering and distribution, and reporting
- Management of a team of regional freelance Consultants, including conducting observations, managing performance and delivering induction/annual refresher training
- Promoting and marketing Workshops to schools and other relevant organisations
- Delivering training and Workshops in London and occasionally further afield
- Managing CRM systems/databases and compiling management and evaluation information and reports as necessary
- Designing Workshop content and resources
- Assisting with piloting the delivery of Workshops to new audiences and age groups
- Assisting with all of the above, for the Workshops we also deliver to adults, as required
- Managing relationships with relevant stakeholders including, but not limited to, teachers, volunteers and charity partners
- Working towards the charity's strategic aims as outlined in our 2025-2028 strategy
- Representing The Money Charity at events and meetings as necessary
- Staying informed of new research and policy in the area of Financial Education and highlighting key developments to other staff members when relevant
- Taking responsibility for other relevant pieces of work as appropriate
- Participating in the corporate life of The Money Charity
- Taking initiative to help the charity expand and develop this area of work

Applicant Requirements

Essential

- Experience of working in education
- Experience delivering lessons or workshops to children and young people
- Excellent interpersonal, communications and relationship management skills
- Excellent presentational skills and an ability to present in a confident and creative manner

- Ability to work with MS Word, Excel and PowerPoint
- Strong content writing skills
- Excellent organisational skills; able to work independently, managing their own workload effectively and working under pressure
- Able to be self-motivated and take initiative to deliver tasks
- Ability to be bold, creative and confident with developing and implementing ideas and strategies
- A flexible approach to work, able to respond to additional requirements which may be required
- Ability to work with a team
- An interest in personal finance
- A positive and credible attitude to money/Financial Capability
- A willingness to learn and develop in the role
- A willingness to travel when necessary

Desirable

- A good understanding of issues relating to finance/money management
- A degree qualification
- A teaching qualification
- Experience delivering Financial Education to children and young people
- Experience writing education content/lesson planning/designing activities
- Experience of providing training to adults in a professional environment
- Familiarity with Google Workspace and/or CRM systems & databases
- Experience of working in an office environment
- Previous experience of managing people would be an advantage

Benefits

- 36 days holiday (including bank holidays and three additional days between Christmas and New Year). Pro rata for part-time.
- Additional flexible annual leave purchase options available.
- Progressive culture with a comprehensive flexible working policy, where flexible working hours and 'work from anywhere' are fully supported and encouraged.
- Living Wage Employer
- Living Pension Employer with a generous 10% employer pension contribution after the probationary period.
- Access to a Health Cash Plan (including access to counsellors and GPs) after the probationary period.
- Enhanced maternity, paternity and adoption pay.
- Small discretionary annual bonus.

- The opportunity to play a key role in an ambitious national financial education programme that makes a tangible difference to the lives of children and young people.
- A supportive, collaborative and flexible working culture.
- Professional development and training opportunities.

Application Details

Closing Date – 11:30pm, Monday 14 September 2026

Interviews – First-round interviews will be held **virtually** on **17 and 22 September**.

Start Date – We are looking for the successful candidate to **start as soon as possible** following the recruitment process.

To apply for the role, please submit a CV and covering letter (each maximum two A4 pages) explaining how you meet the essential and desirable criteria and why you would like to join The Money Charity. Applications should be submitted by email to jobs@themoneycharity.org.uk.

Please apply as soon as you are able, as we will review applications on a rolling basis, and we may close applications early if we have received enough credible candidates.

Due to the high number of applications we expect to receive, we regret that we will only be able to contact candidates who are shortlisted for interview.

Please note that applications submitted without a covering letter will not be considered, and we are not accepting applications from recruitment agencies for this role.