SOS UK recruitment pack

Project manager - curriculum

About SOS UK

SOS UK is a UK based charity transforming education so people protect the climate and nature.

Our education system helped cause the climate and nature crisis, but now we're making it the solution. We are fighting to make sure everyone develops a commitment to protecting the earth and puts it to work – whether it's at school, university or in their careers.

By empowering students and educators to build a better world, we can **transform the lives of generations to come**. In just a few years we have developed unstoppable student leaders. Behind these leaders every step of the way is the SOS UK community making sure students don't have to fight for change alone. We unite people from every background, inside and outside education, because protecting our earth matters to each and every one of us.



SOS UK staff at organisation residential

About the role

Role title: Project manager – curriculum (Parental leave)

Salary: full-time equivalent salary of £32,289, rising to £36,843. Actual starting salary would be £19,373 for 0.6 FTE or £25,790 for 0.8 FTE.

Role length: 10 months, starting in January 2027

Deadline to apply: 9am 30th November, 2026



SOS UK staff member at University of Strathclyde Responsible Futures student-led audit

"This role gives you a unique positioning as an external critical friend to universities, colleges, and students' unions in the UK and across the world, and an opportunity to see them create positive change for their students, staff, and wider community. You'll thrive in it if you love building relationships and want to support building structures for systemic transformation of education towards a sustainable future."
Marta, former Project Manager - curriculum

What’s is like working for SOS UK?

We’re looking for talented people to join us in transforming education so people protect the climate and nature.

We strive to make our community a welcoming, caring and enthusiastic one, providing with opportunities and support to help us all achieve our personal and professional goals.

In return for your passion and contribution we offer the flexibility for work-life balance, a competitive salary for the charity sector and excellent holiday allowance. We’re open to considering requests for flexible working arrangements, job-shares or part-time working.

Our benefits include:

- Transparent pay framework, paying at least the real living wage
- Up to 6% pension contributions
- Support and paid time for learning and development in your role and to support onward progression (if desired)
- Comprehensive family/caring policies
- Cycle-to-work scheme
- Eye care vouchers and free flu vaccinations
- Work laptop and home-office equipment where needed
- Health Cash Plan and Employee Assistance Programme via HSF
- 27 days paid annual leave, plus bank holidays. Additional leave is awarded for each year of service, up to 30 days
- Discretionary paid leave over the Christmas break and various other leave allowances, as agreed with line managers including parents, carers and dependents leave, employee volunteering, medical appointments, religious or belief-related obligations and study
- Active Trade Union (optional membership)
- Annual cost of living reviews

Our annual staff survey shows that…



100% of staff feel their manager trusts and respects them



97% are satisfied with SOS UK’s policies (e.g. holiday allowance, flexible working..)



91% say the work they do gives them a sense of personal achievement



97% say people across the organization consistently treat each other with dignity and respect

Role profile

Please read through the role profile before applying. Please reference the responsibilities and essential criteria highlighted in the role profile in your application. You can find a full copy of the role profile on our job advert page, and a summary is included here as well over the next few pages.

We know that experience comes in many forms, many skills are transferable, and passion goes a long way. If your experience is close to what we're looking for we'd encourage you to apply!



Students at annual living laboratories conference led by SOS UK

Role profile

Key responsibilities
1. Project manage the successful delivery of our education programmes, projects, campaigns and advocacy initiatives tailoring delivery to suit the unique nature of the delivery setting.
2. Maintain and develop strong relationships with key people and act as the first point of contact to students and staff at your allocated organisations. Initiate new relationships as directed.
3. Contribute to the development and delivery of project resources and communications, including social media and website updates. Ensure communications are clear, engaging, and aligned with our values.
4. Plan, design, and deliver engaging training sessions and facilitate effective spaces for collaboration and project planning with a range of stakeholders, from students across all levels of education to policymakers
5. Contribute to the monitoring and evaluation of programmes, using both qualitative and quantitative data, collecting feedback, and writing reports.
6. Engage with school students, school staff, and education sector stakeholders, as well as providing ad hoc support.
7. Line management of student staff on guaranteed hours contracts, ensuring their personal growth and development.
8. Deliver allocated ad hoc projects and campaigns, typically tied to grants, funding bids, or campaign priorities. This can include supporting students to take part in political campaigns and policy analysis.
9. Contribute to organisation-wide priorities such as major events, campaigns, and external communications.
10. Plan and deliver events that highlight our work and promote youth-led climate justice work within the wider education sector.
11. Support Senior Project Managers (SPMs) to ensure the continual improvement and development of our programmes and projects
12. Have the opportunity to represent SOS-UK across the sector, for example at conferences, on judging panels, speaking at events, or writing for publications.
13. Act responsibly and in line with SOS-UK policies and statutory requirements in relation to data management and safeguarding.
14. Undertake administrative tasks including, but not limited to, risk assessments, volunteer administration, travel and accommodation bookings, personal and project expenses, and KPI reporting.
15. Commit to ongoing personal and professional development and to ongoing learning about intersectionality and anti-racism.
16. Carry out any other duties that might be reasonably requested of you in the post.

Role profile

Person specification
1. Relevant experience or an undergraduate degree
2. Experience of managing successful campaigns / education initiatives, including delivering training
3. Experience of developing and maintaining excellent professional relationships with stakeholders at various levels
4. Experience of report writing, including qualitative data analysis and synthesising information
5. Experience of working in, or with, universities or colleges and/or public facing organisations
6. In depth understanding of sustainability issues and solutions, the climate and ecological crisis, and climate justice
7. Excellent IT skills, including Microsoft Office programmes
8. Strong understanding of quality sustainability education, such as Education for Sustainable Development

Skills
1. Great people skills, especially the ability to enthuse others and to connect with a broad range of stakeholders
2. Strong project management skills, especially time management, and the ability to manage several projects and priorities at the same time
3. Excellent communication skills, specifically the ability to produce high quality, concise and well-presented communications
4. Confident and effective presenter, trainer, and public speaker
5. Ability to work with minimum supervision, including remotely and whilst travelling
6. Ability to coordinate and engage with volunteers effectively
7. Ability to take initiative, effectively prioritise tasks, and work flexibly

Attributes
1. Commitment to being an active part of an anti-racist organisation with intersectional climate justice as a core value
2. A positive and persuasive champion of sustainability issues
3. Commitment to high-quality delivery and excellent relationship management

Application timeline

Get in touch for an informal chat ahead of the application deadline:

- If you'd like to speak to an SOS UK team member about what it's like working for the organisation send an email to: jobs@sos-uk.org
- If you'd like to speak to the hiring manager, you can contact them at sonya.peres@sos-uk.org

Application deadline: 9am, 30th November 2026

Invites sent to shortlisted candidates: 1st December 2026

Interviews: 7th and 8th December, 2026

Ideal start date (flexible): 18th January, 2027

Thank you