

We're hiring: Project Manager – Early Childhood Education

August 2022

Introduction and overview

The Education Outcomes Fund (EOF) is dedicated to improving education and employment outcomes for children and youth globally. Our small but mighty team is working at the cutting edge of development finance, leveraging our platform at the UN and our innovative, results-focused approach to change the way education is financed to support the next generation of youth.

EOF is looking for an exceptional project manager to drive our most important project in early childhood education. If you are an outstanding problem solver, passionate about improving education and employment outcomes for children and youth, and looking for a challenge in a fast-paced, entrepreneurial environment, we would love to hear from you. Please send your CV, cover letter, and salary expectations to hr@edufundmea.org by **COB Sunday 04 September**. Please ensure that you include the role you're applying for in the email subject line.

About the Education Outcomes Fund

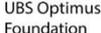
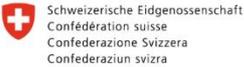
There are few greater challenges faced by the global community than the twin crises of learning poverty and youth unemployment. In response, the Education Commission (chaired by Gordon Brown, former UK Prime Minister and UN Special Envoy for Global Education) and the Global Steering Group for Impact Investment (chaired by Sir Ronald Cohen) came together with our founding CEO (Her Excellency Dr.) Amel Karboul to create EOF. We aim to improve the education and employment outcomes of 10 million children and youth, by supporting governments to utilize a range of innovative finance instruments at scale, including outcomes funds and other results-based financing (RBF) instruments.

EOF is backed by [a range of world leaders](#) who support us to shape our approach and achieve our ambitious aims, as well as leaders in education and impact investing:

<p>An initiative of:</p>  	<p>Hosted by:</p>  <p>Hosted at UNICEF, as the first UN-hosted platform for outcomes funds at scale</p>
<p>Executive Committee:</p> <div data-bbox="341 1424 767 1541">  <p>Sir Ronald Cohen <i>Chair</i> Co-founder of Apax Partners, Chair of the Global Steering Group for Impact Investment</p> </div> <div data-bbox="708 1424 1023 1541">  <p>Sir Michael Barber <i>Vice Chair</i> Founder and Chair of Delivery Associates, former advisor to Tony Blair</p> </div> <div data-bbox="1062 1424 1350 1541">  <p>Dolika Banda Non-Executive Director at CDC Group; former CEO of African Risk Capacity Insurance Ltd</p> </div> <div data-bbox="341 1559 692 1675">  <p>George Werner Former Minister for Education in Liberia & former Director General of the Civil Service of Liberia</p> </div> <div data-bbox="708 1559 1054 1675">  <p>Amel Karboul Education Commissioner; formerly Minister of Tourism of Tunisia; BCG; Mercedes Benz</p> </div> <div data-bbox="1062 1559 1350 1675">  <p>Rob Jenkins Chief of Education and Associate Director at UNICEF</p> </div>	
<p>Select High Level Steering Group Members:</p> <div data-bbox="341 1729 608 1823">  <p>Aïcha Bah Diallo Former Minister of Education of Guinea</p> </div> <div data-bbox="708 1729 975 1823">  <p>Aliko Dangote President & CEO of the Dangote Group</p> </div> <div data-bbox="1062 1729 1398 1823">  <p>Jakaya Kikwete Chair of the Board of Directors at GPE and former President of Tanzania</p> </div> <div data-bbox="341 1841 619 1935">  <p>Phyllis Costanza Head of Social Impact & CEO of the UBS Optimus Foundation</p> </div> <div data-bbox="708 1841 979 1935">  <p>Felipe Calderón Former President of Mexico</p> </div> <div data-bbox="1062 1841 1337 1935">  <p>Liesbet Steer Director, Education Commission</p> </div>	



Leadership team:	 Amel Karboul <i>Chief Executive Officer</i> Education Commissioner; formerly Minister of Tourism of Tunisia; BCG; Mercedes Benz	 Jared Lee <i>Chief Program Officer</i> Formerly with UK National Advisory Board on Impact Investment and Bain & Co.	 Milena Castellnou <i>Chief Program Officer</i> Former Associate Partner at Instiglio
	 Max McCabe <i>Chief Operating Officer</i> Formerly at Teach First, Rising Academy Network & Diageo PLC		

Select sponsors / supporters:						
						

Key institutional Program partners:				

EOF supports improvements in the quality of education and skills programs, with a special focus on girls and underserved populations, including those in the hardest to reach rural areas. It measures (and pays for) what matters – both core skills like literacy and numeracy, but also critical 21st Century skills such as socio-emotional skills, ICT skills, and other broader fundamentals of a quality education. It helps close the persistent gap between the skills needed by employers and those attained by today's youth.

For all the above, EOF pays primarily on the basis of the results achieved, ensuring that taxpayer-funded domestic resources, aid, and philanthropic funds are only used to pay for what works. This is a game-changing way to finance results in education, focusing attention and realigning systems on the most challenging but most important measure of a program's performance: whether it is improving lives.

Together with our supporters, we believe this is the early stages of a much larger movement, with huge potential to increase learning outcomes for children and youth around the world, though improved aid effectiveness and government spending.

Since our inception in 2018, EOF has:

- Partnered with governments in Ghana and Sierra Leone to establish the two largest outcomes funds to date in developing countries, mobilising ~\$50M for these programs.
- Established itself as a leading global player in RBF, and the only dedicated center of expertise for RBF in education and skills.
- Become the first outcomes fund hosted by the United Nations within UNICEF, as a scalable platform to partner with governments around the world.
- Established a major partnership with the LEGO Foundation, to develop a scale portfolio of RBF programs in early childhood across a diverse range of countries, as well as to amplify the movement and ecosystem of partners around this approach.
- Had our innovative approach featured in the Stanford Social Innovation Review, FT, Economist, Brookings, and more.
- Built our institutional capacity to contract and implement large-scale outcomes funds more efficiently and effectively than historic impact bonds.
- Established a strong culture of performance and an active focus on ongoing professional development for all our team.



Endorsements:

"EOF has changed the way the education sector talks about RBF"

- David Sengeh, Minister for Education in Sierra Leone and GPE board member.

"... I would invest in the Education Outcomes Fund, which is an emerging player in the global landscape, and is showing what can be done with results-based approaches. That needs GPE doing Systems work but is a way of accelerating and modelling change that can be picked up by the system overall."

- Julia Gillard, former GPE Board Chair and former Australian Prime Minister

"The pay for performance revolution is coming to the education sector"

- Devex on EOF

The next chapter of EOF's growth is particularly exciting, as we look to build on this foundation in the coming years. We will shift focus towards implementation of our first large scale programs, developing public goods and policy insights on 'what works' both in education and RBF. We will develop new RBF models that can be replicated and scaled across regions, as well as continuing to roll out our existing models. Ultimately, we want to improve the way governments and donors fund and implement education programs around the world.

The opportunity

We are looking to recruit a high-calibre **Project Manager – Early Childhood Education** that can help to steer an important new project in early childhood education. Reporting to the EOF Chief of Staff, the Project Manager will be tasked with overseeing project planning, ensuring accountability for progress, preparing reporting materials, and ensuring communication and collaboration across different workstreams. This is a vital role for the organization on our most important project, that is part 'PMO' and part strategic leadership.

The Project Manager will:

- **Support Project Planning:**
 - o Develop and maintain detailed project timelines with key milestones
 - o Establish activity ownership and lines of communication with activity leads
- **Oversee Project Delivery:**
 - o Monitor the progress of project activities, and challenge / support project managers as needed to drive accountability and progress, as well as signal potential delays or significant changes in activity scope to the EOF CEO
 - o Keep track of expenditure under the project budget
 - o Support the EOF CEO and activity leads to implement changes to project and activity delivery, where needed
- **Support Project Reporting:**
 - o Monitor the implementation and expenditure of the project, and internal reporting
 - o Lead on developing external donor reports on progress
 - o Support communication and advocacy activities linked to the project – including contributing to the development of speeches, articles and other materials.
- **Maintain Internal and External Relationships:**
 - o Help to maintain relationships with external partners, including the donor, key project stakeholders and media outlets
 - o Help to maintain good working relationships across various internal project teams



About you

We'd love to hear from you if the following sounds like you:

1. Education:

- A Master's degree in public administration, management, economics, finance, education or a related field (a Bachelor's degree may be considered with two additional years of experience)

2. Work experience:

Required

- Minimum four years of professional experience, including substantial project management experience, for instance in the following sectors: public administration; development; strategy consulting; philanthropy
- Experience managing complex processes and teams

Preferred

- Familiarity with project management methodologies (e.g., Agile, Scrum, PRINCE2) and/or project management tools (e.g., Asana, JIRA)
- Experience working with both government and the private sector
- Experience in working in the early childhood education field
- Experience in innovative financing, in particular with RBF instruments or incentive structures

3. Key competencies:

We expect you to have the following skills and competencies:

- **Manage ambiguity and complexity:** You demonstrate resilience and composure, get things done despite challenges, and maintain performance levels in pressured, adverse, and uncertain environments.
- **Drive to achieve results for impact:** You commit to action and assume responsibility and ownership for achieving your delegated deliverables.
- **Build and maintain partnerships:** With your excellent communication and negotiation skills, you are able to manage a project that involves multiple teams and help maintain a network of external partners.
- **Think and act strategically:** Whether carrying out your delegated tasks, you understand the big picture, are able to anticipate risks, and identify strategic opportunities.
- **Innovate and embrace change:** You have an entrepreneurial mindset and thrive in a nimble start-up environment, where everyone can and should take initiative beyond a narrow scope of work and respond to shifting priorities with agility.
- **Demonstrate self-awareness and ethical awareness:** You are self-aware of your own strengths, limitations, working style, and deeply held convictions and biases. You display ethical awareness through behaviours that are consistent and compliant with the standards of conduct for international civil servants, UNICEF's values, and relevant UNICEF policies and procedures.

4. Languages

- Fluency in English is required.
- Proficiency in French, Arabic, or Spanish is an advantage.



General information and application process

General information

- We have a global mandate and a global team, with staff based across most continents. However, the majority of our team are London-based, and candidates may need to be available during a significant portion of UK working hours (to be determined on a case-by-case basis).
- The indicative gross annual salary package is between **GBP 40,000 - 55,000**, with flexibility depending on the skills and experience of the selected candidate. This is for applicants based in London, and will be adjusted based on the place of residence, in line with UN post adjustment rates. Upward mobility in salary and position is expected for strongly performing team members.
- This position will initially be for a **11.5-month contract**, although we are looking for permanent, full-time staff to join and help grow the organisation, subject to performance. Contracts will be renewed annually for all core team staff subject to performance, and there is the potential for some long-term core staff to move onto UN staff contracts, again subject to funding and performance.

Application process:

- Please send your CV (maximum two A4 pages), academic transcripts and cover letter to hr@edufundmea.org by **COB Sunday 04 September**.
- Please include a note of which role you are applying for, where you first saw the role advertised, your salary expectations and notice period.
- Applications will be considered on a rolling basis as they are received. Interested candidates are encouraged to apply early.
- Shortlisted applicants will be invited for an assessment, followed by multiple rounds of interviews and reference checks.

Unfortunately, due to the potentially large number of applications, we will only be able to contact applicants who are invited to the next stage of the process and will not be able to provide feedback to candidates that are not shortlisted.

EOF has a zero-tolerance policy on conduct that is incompatible with the aims and objectives of the United Nations, including sexual exploitation and abuse, sexual harassment, abuse of authority and discrimination. EOF also adheres to strict child safeguarding principles. All selected candidates will be expected to adhere to these standards and principles and will therefore undergo rigorous reference and background checks. Background checks will include the verification of academic credential(s) and employment history. Selected candidates may be required to provide additional information to conduct a background check.

