

## **Introduction**

The Global Campaign for Education (GCE) founded in 1999, is a global civil society movement working to end the education crisis. GCE members bring together civil society organisations, NGOs, teacher unions, child rights activists, parents' associations, young people and community organisations who work together in coalition in nearly 100 countries. GCE promotes education as a basic human right, mobilises the public to put pressure on governments and the international community to fulfil their promises to provide free, compulsory, high quality public education for all.

The Global Campaign for Education (GCE) is seeking to recruit for the following position:

### **1.) RE-ADVERTISEMENT: POLICY AND RESEARCH MANAGER**

The Global Campaign for Education is seeking to appoint a **Policy and Research Manager** on an initial 12-month contract, with a renewal assuming continued grant funding.

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| <b>Job Purpose:</b>  | To inform the development and manage the implementation of the policy and research agenda for GCE in order for it and its members to exert a more credible and informed influence on national, regional and international education policy. |
| <b>Location:</b>     | Johannesburg, SA or London, UK or any other country where GCE coalitions are in operation   |
| <b>Salary Range:</b> | Competitive   |

## **Duties and Responsibilities:**

### **Managing Policy Implementation**

- Support operationalization of the policy and research functions under the GCE Strategic plan.
- Support processes of debriefing and information sharing based on GCE representation (by Board, members or secretariat) in high-level international meetings
- Facilitate regular policy calls with GCE regional and international members to facilitate stronger GCE coordination on policy advocacy.

### **Influencing Policy Debate**

- Support the process of building and nurturing effective alliances with other likeminded organizations to promote GCE policy objectives and support GCE engagement in cross-thematic networks and structures that are key to achieving its aims
- Undertake thorough research across different sources of information and knowledge bases to inform GCE policy and research reports. This includes products to be used in global advocacy, as well as in national advocacy by coalitions.
- Produce key talking points on GCE policy positions, for use by Board, staff and members.

### **Providing Policy Support**

- Support the drafting of GCE submissions to consultations, calls for evidence or other advocacy opportunities related to GCE's Strategic Plan.
- Develop tools, training modules, in depth case studies and other resources that support education coalitions and education civil society at large, including all GCE members at regional and national levels, to influence national education policy, planning and implementation.
- Based on national coalitions' capacity assessment, work to support national coalitions (1-3 a year), on specific policy and advocacy activities.

- Provide policy support for communities of practice around key GCE strategic priorities to strengthen international-regional-national collaboration around coalitions advocacy priorities, objectives and strategies.
- Monitor developments in education policy and provide regular policy updates to support members to engage with major policy issues in line with GCE strategic priorities and input into GCE newsletters with a view of informing external audiences about GCE's policy work.

### **Undertaking Research**

- Monitor and analyse international policy developments to ensure that GCE's actions are better informed by an in-depth knowledge of sector dynamics, emerging issues and member priorities across the network.
- Conduct periodic policy analysis, reviews of relevant literature for identification of critical evidence gaps.
- Lead the implementation of GCE research and policy products in support of advocacy agendas.
- Undertake background research including desk based research and conducting site visits or interviews.
- Maintain a database of research agencies, NGOs, institutions and individuals involved in educational research, as well as databases of relevant available research and network with other researchers working on relevant issues.
- Promote dialogue and cooperation with academia across all continents, to strengthen our analytical capacity and evidence base. Provide guidelines to researchers for preparing and submitting research reports and follow up with the consultants hired to ensure that the final product meets desired standards
- Support other staff, members and partners in developing research methodologies and collecting quantitative and qualitative data
- Support the Head of Networks and Learning in facilitating collection and documentation from member experience for use as evidence for policy advocacy at national and international levels

### **Management**

- Participate in annual and unit planning and budgeting processes pertaining to the functioning of the Policy advocacy team.
- Deputize for the Head of Policy and Advocacy

### **Key Competencies:**

#### **Essential**

- A commitment to GCE's core values, principles and mission to promote the right to education.
- Masters' degree in education, educational policy, educational studies or sociology, development studies, or associated fields with a strong background of education.
- At least 5 years' experience of evidence---based international development policy, of which at least three years has been on issues related to education.
- Extensive experience of working with education activists and advocates from Africa, Asia, Pacific, Latin America and the Caribbean and/or the Middle East.
- An understanding of grassroots civil society activism, especially networks and the ability to motivate and engage staff and individuals from diverse coalition member organizations.
- Cultural sensitivity, ability to work with colleagues in different locations and demonstrated ability to work successfully with diverse constituencies.
- Well-developed skills in research and policy analysis and experience in supporting the development of successful advocacy strategies.
- Experience of managing high---quality research and advocacy publications, including across multiple countries.
- Experience of writing and presenting advocacy messages and research findings for external policy audiences such as education ministries and donor forums.
- Fluency in written and spoken English and strong writing and communication skills.
- Excellent interpersonal skills over email, by phone and in person.
- Ability to work to tight deadlines and to prioritize a complex workload.
- Ability to travel frequently (up to 8 times per year).

### Desirable

- Competency in one or more of GCE's other official languages (French, Spanish, Arabic, Portuguese).
  - Skills in statistical analysis.
  - Well-developed network of contacts in the field of global and/or regional education policy.
  - Experience of providing capacity development support to grassroots activists.
  - Experience of working in global networks or coalitions.
  - Experience of working with GCE member coalitions.
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Please note that this is a re-advertisement of positions and applicants who have previously applied need not re-apply.

Only applicants who have the right to work in South Africa and UK where the GCE has offices need to apply, however we will be open to a flexible location arrangement where we have National Coalitions as GCE is not able to process work permits for applicants.

For further information on GCE, please visit our website: [www.campaignforeducation.org/en](http://www.campaignforeducation.org/en). To apply for these positions, please submit your application letter stating your expected salary and CV (**2 pages maximum**), including at least two references, to [jobs@campaignforeducation.org](mailto:jobs@campaignforeducation.org) on or before the closing date: **Fri, 12<sup>th</sup> January 2018**. Please indicate the title of the job you're applying for in the subject line.

- GCE is an equal opportunity organisation and everyone is encouraged to apply.
- Please note that due to high volumes of applications that we receive, only shortlisted candidates will be contacted.
- GCE reserves the right to shortlist and employ before the indicated closing date and in that case the job advert may be withdrawn at any time from job sites without notification.