

## BLAVATNIK SCHOOL OF GOVERNMENT

### Summary

<b>Job title</b>	Senior Education Specialist – What Works Hub for Global Education (WWHGE)
<b>Division</b>	Social Sciences
<b>Department</b>	Blavatnik School of Government
<b>Location</b>	Radcliffe Observatory Quarter, Woodstock Road, Oxford, OX2 6GG
<b>Grade and salary</b>	Grade 7: £36,024 - £44,263 per annum, dependant on experience.
<b>Hours</b>	Full time
<b>Contract type</b>	Fixed term for 12 months, with possibility of extension subject to availability of external funding
<b>Reporting to</b>	Head of Evidence Translation
<b>Vacancy reference</b>	169862
<b>Additional information</b>	The closing date for this post is 12 noon (UK time) on Monday 15 January 2024.

### The role

The Blavatnik School of Government is looking for a self-starting and enthusiastic Senior Education Specialist to work at the heart of a new £30m six-year global research and policy effort.

The What Works Hub on Global Education (WWHGE) aims to dramatically improve learning outcomes for children in developing countries by generating new evidence on the “implementation science” of delivering what works at scale, with governments, and across contexts. The WWHGE will also work with policymakers and NGOs directly to ensure evidence is translated into improved learning outcomes in practice. It is an unusual collaboration of excellent and highly committed academics; low- and middle-income country governments; grassroots organisations who deliver education and advocate for change; and the international education community, from UN agencies



to the World Bank. We will also work very closely with our anchor funder: the UK's Foreign, Commonwealth and Development Office.

We are now building the WWHGE team to provide a research centre of excellence and coordination across a consortium of partners. The postholder will work with the WWHGE's Head of Evidence Translation on Pillar 1 of the WWHGE on synthesising and translating emerging evidence into actionable insights to improve learning outcomes at scale. This role will focus on synthesising and translating evidence on scaling foundational learning programmes (such as targeted instruction or structured pedagogy programmes) and how these achieve impact at scale.

We are looking for an enthusiastic postgraduate researcher with strong analytical skills, strong writing skills, the ability to work both independently and as part of a collegial team, and with experience in the international education sector. They will also have a flexible, can-do approach to work, self-motivation, and willingness to adapt to the changing needs and priorities of the programme. This is an exciting opportunity for a researcher interested in doing applied research that is directly applicable and actionable by those trying to design and implement effective programmes and reforms on-the-ground.

## Responsibilities

- Conduct high-quality interdisciplinary research synthesis and evidence translation on scaling foundational learning programmes (such as targeted instruction, structured pedagogy, etc.) under the direction of the Head of Evidence Translation.
- Deploy analytic skills and empirical research methods, including quantitative data analysis, comprehensive literature and document reviews. Duties could include structured key informant interviews, site visits, and other mechanisms for understanding how and why approaches are effective (or not).
- Author and co-author high-impact, high-quality working papers, reports, policy briefs and other outputs on the results of the research synthesis and evidence translation. While this may include academic journal publications, journal publications are not the primary focus of this role.
- Present findings and represent the WWHGE at high profile global education fora (conferences, meetings, webinars, etc.).
- Build relationships with WWHGE consortium country research teams, as well as direct links with academic leadership team to support specific projects related to synthesis.
- Collaborate with other members of the core team to aggregate evidence and share common research tools and frameworks as appropriate.
- Manage own research and administrative activities including small-scale project management to meet deadlines.
- Contribute to wider project planning, including identifying gaps in the WWHGE research agenda, proposing ideas, and contributing to proposal development for new research or policy projects within the scope of the WWHGE.
- Participate actively and fully in the WWHGE community.

The role will involve some travel, donor and partner engagement.

## Selection criteria

### Essential selection criteria

- Hold a postgraduate degree (PhD or Masters with adequate research experience), in a relevant field such as International Development, Economics, Public Policy.
- Demonstrable ability to synthesise and distill large bodies of research and/or research from different disciplines into meaningful, insightful, actionable, and accurate findings.
- Skilled in quantitative data analysis, with the ability to engage with and interpret both quantitative and qualitative research findings.
- Familiarity with international development and international education.
- Experience working in low- or middle-income countries.
- Demonstrated experience with research and policy communication, including exceptional written and oral communication skills. Superb attention to detail.
- Outstanding interpersonal skills, professionalism and comfort engaging with senior colleagues and stakeholders.
- Demonstrated ability to take personal initiative, work independently, while also working as a member of an integrated team.
- Outstanding organisational skills, ability to multi-task and manage competing priorities, and the ability to work well in a fast-paced environment.
- A passion for international development and for improving lives around the world through effective public policy.

### Desirable selection criteria

- Experience working on or with impact evaluations in international development.
- Experience working with an organisation implementing foundational learning programmes.
- Demonstrated creativity and initiative to turn conceptual discussions into concrete activities and outcomes.

## Pre-employment screening

### Standard checks

If you are offered the post, the offer will be subject to standard pre-employment checks. You will be asked to provide: proof of your right-to-work in the UK; proof of your identity; and (if we haven't done so already) we will contact the referees you have nominated. You will also be asked to complete a health declaration so that you can tell us about any health conditions or disabilities for which you may need us to make appropriate adjustments.

Please read the candidate notes on the University's pre-employment screening procedures at: <https://www.jobs.ox.ac.uk/pre-employment-checks>

## Hazard-specific / Safety-critical duties

This job includes hazards or safety-critical activities. If you are offered the post, you will be asked to complete a health questionnaire which will be assessed by our Occupational Health Service, and the offer of employment will be subject a successful outcome of this assessment.

The hazards or safety-critical duties involved are as follows:

- Travel outside of Europe or North America on University Business

## About the University of Oxford

Welcome to the University of Oxford. We aim to lead the world in research and education for the benefit of society both in the UK and globally. Oxford's researchers engage with academic, commercial and cultural partners across the world to stimulate high-quality research and enable innovation through a broad range of social, policy and economic impacts.

We believe our strengths lie both in empowering individuals and teams to address fundamental questions of global significance, while providing all our staff with a welcoming and inclusive workplace that enables everyone to develop and do their best work. Recognising that diversity is our strength, vital for innovation and creativity, we aspire to build a truly diverse community which values and respects every individual's unique contribution.

While we have long traditions of scholarship, we are also forward-looking, creative and cutting-edge. Oxford is one of Europe's most entrepreneurial universities and we rank first in the UK for university spin-outs, and in recent years we have spun out 15-20 new companies every year. We are also recognised as leaders in support for social enterprise.

Join us and you will find a unique, democratic and international community, a great range of staff benefits and access to a vibrant array of cultural activities in the beautiful city of Oxford.

For more information, please visit [www.ox.ac.uk/about/organisation](http://www.ox.ac.uk/about/organisation).

## The Blavatnik School of Government

Our vision is of a world better led, a world better served and a world better governed. We are a global school committed to improving the quality of government and public policymaking worldwide, through three routes: teaching current and future leaders; applied research; and engagement with government and practitioners.

The School was founded in 2010 and our founding dean is [Professor Ngaire Woods](#). We admitted the first 38 Master of Public Policy (MPP) students in 2012 and we currently accept around 120 MPP students and five doctoral students a year.

The Blavatnik School of Government holds a bronze Athena Swan award to recognise advancement of gender equality: representation, progression and success for all. You can find more information on the [Blavatnik School of Government's website](#).

## How to apply

Applications are made through our online recruitment portal. Information about how to apply is available on our Jobs website <https://www.jobs.ox.ac.uk/how-to-apply>.

Your application will be judged solely on the basis of how you demonstrate that you meet the selection criteria stated in the job description.

As part of your application you will be asked to provide details of two referees and indicate whether we can contact them now.

You will be asked to upload a CV and a supporting statement. The supporting statement must explain how you meet each of the selection criteria for the post using examples of your skills and experience. This may include experience gained in employment, education, or during career breaks (such as time out to care for dependants).

**If, for any reason, you have taken a career break or have had an atypical career and wish to disclose this in your application, the selection committee will take this into account. The selection committee will also be mindful of the impact that the Covid-19 pandemic may have had on candidates' careers as a result of additional caring responsibilities or other factors.**

Please upload all documents **as PDF files** with your name and the document type in the filename.

All applications must be received by **midday** UK time on the closing date stated in the online advertisement.

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## Information for priority candidates

A priority candidate is a University employee who is seeking redeployment because they have been advised that they are at risk of redundancy, or on grounds of ill-health/disability. Priority candidates are issued with a redeployment letter by their employing department(s).

If you are a priority candidate, please ensure that you attach your redeployment letter to your application (or email it to the contact address on the advert if the application form used for the vacancy does not allow attachments).

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## If you need help

Application FAQs, including technical troubleshooting advice is available at: <https://staff.web.ox.ac.uk/recruitment-support-faqs>

Non-technical questions about this job should be addressed to the recruiting department directly via [recruit@bsg.ox.ac.uk](mailto:recruit@bsg.ox.ac.uk).

To return to the online application at any stage, please go to: [www.recruit.ox.ac.uk](http://www.recruit.ox.ac.uk).

Please note that you will receive an automated email from our online recruitment portal to confirm receipt of your application. **Please check your spam/junk mail** if you do not receive this email.

# Important information for candidates

## Data Privacy

Please note that any personal data submitted to the University as part of the job application process will be processed in accordance with the GDPR and related UK data protection legislation. For further information, please see the University's Privacy Notice for Job Applicants at: <https://compliance.admin.ox.ac.uk/job-applicant-privacy-policy>. The University's Policy on Data Protection is available at: <https://compliance.admin.ox.ac.uk/data-protection-policy>.

## The University's policy on retirement

The University operates an Employer Justified Retirement Age (EJRA) for very senior research posts at **grade RSIV/D35 and clinical equivalents E62 and E82**, which with effect from 1 October 2023 will be 30 September before the 70<sup>th</sup> birthday. The justification for this is explained at: <https://hr.admin.ox.ac.uk/the-ejra>.

For **existing** employees on these grades, any employment beyond the retirement age is subject to approval through the procedures: <https://hr.admin.ox.ac.uk/the-ejra>.

There is no normal or fixed age at which staff in posts at other grades have to retire. Staff at these grades may elect to retire in accordance with the rules of the applicable pension scheme, as may be amended from time to time.

## Equality of opportunity

Entry into employment with the University and progression within employment will be determined only by personal merit and the application of criteria which are related to the duties of each particular post and the relevant salary structure. In all cases, ability to perform the job will be the primary consideration. No applicant or member of staff shall be discriminated against because of age, disability, gender reassignment, marriage or civil partnership, pregnancy or maternity, race, religion or belief, sex, or sexual orientation.

## Benefits of working at the University

### Employee benefits

University employees enjoy 38 days' paid holiday, generous pension schemes, travel discounts, and a variety of professional development opportunities. Our range of other employee benefits and discounts also includes free entry to the Botanic Gardens and University colleges, and discounts at University museums. See <https://hr.admin.ox.ac.uk/staff-benefits>

### University Club and sports facilities

Membership of the University Club is free for all University staff. The University Club offers social, sporting, and hospitality facilities. Staff can also use the University Sports Centre on Iffley Road at discounted rates, including a fitness centre, powerlifting room, and swimming pool. See [www.club.ox.ac.uk](http://www.club.ox.ac.uk) and <https://www.sport.ox.ac.uk/>.

### Information for staff new to Oxford

If you are relocating to Oxfordshire from overseas or elsewhere in the UK, the University's Welcome Service website includes practical information about settling in the area, including advice on relocation, accommodation, and local schools. See <https://welcome.ox.ac.uk/>

There is also a visa loan scheme to cover the costs of UK visa applications for staff and their dependents. See <https://staffimmigration.admin.ox.ac.uk/visa-loan-scheme>

### Family-friendly benefits

With one of the most generous family leave schemes in the Higher Education sector, and a range of flexible working options, Oxford aims to be a family-friendly employer. We also subscribe to the Work+Family Space, a service that provides practical advice and support for employees who have caring responsibilities. The service offers a free telephone advice line, and the ability to book emergency back-up care for children, adult dependents and elderly relatives. See <https://hr.admin.ox.ac.uk/my-family-care>

The University has excellent childcare services, including five University nurseries as well as University-supported places at many other private nurseries.

For full details, including how to apply and the costs, see <https://childcare.admin.ox.ac.uk/>

### Disabled staff

We are committed to supporting members of staff with disabilities or long-term health conditions. For further details, including information about how to make contact, in confidence, with the University's Staff Disability Advisor, see <https://edu.admin.ox.ac.uk/disability-support>

### Staff networks

The University has a number of staff networks including the Oxford Research Staff Society, BME staff network, LGBT+ staff network and a disabled staff network. You can find more information at <https://edu.admin.ox.ac.uk/networks>

### The University of Oxford Newcomers' Club

The University of Oxford Newcomers' Club is an organisation run by volunteers that aims to assist the partners of new staff settle into Oxford, and provides them with an opportunity to meet people and make connections in the local area. See [www.newcomers.ox.ac.uk](http://www.newcomers.ox.ac.uk).