



CSH Education Director

- Home-based with monthly travel to Oxford.
- Full/part-time post: 4 – 5 days per week
- Salary: £41,000 pro rata per annum (plus contributory pension)
- Fixed term for 12 months (with a view to extend into a permanent position)
- Apply by midnight 24th August 2023. Informal call and interviews date: TBC

About The Centre for Sustainable Healthcare

The Centre for Sustainable Healthcare provides research, training, and strategic input to national and local health programmes. Our Education Programme provides training in sustainable healthcare and planetary health for health professionals in educational institutions, professional bodies and healthcare organisations. In our other work, the Clinical Transformation Programme mainstreams environmental sustainability within clinical areas so that it is integral to the planning of health systems and the practice of healthcare professionals. And the Green Space for Health Programme works to realise the value of the NHS green estate for physical and mental health, supporting NHS sites to develop their green space for the benefit of patients, staff and communities, while improving biodiversity and combatting climate change.

About the role

You will lead an experienced team of educators, provide strategical oversight and management of several workforce training services and mass education initiatives, produce learning resources in a range of formats, and help expand the Programme's work nationally and internationally.

Key Responsibilities:

- Lead and manage the Education Programme strategy, services*, projects, budgets, reporting and staffing in line with the strategic aims of CSH.
- Line-manage experienced staff (currently 6 people) via weekly team meetings, monthly one-to-one supervisions, annual development plans.
- Raise income for, monitor and oversee the programme budget in consultation with CSH fundraising and finance staff.
- Expand, embed, and mainstream the Programme's work nationally and internationally.
- Oversee the transition of the Fellows and Scholars service into the Education programme, including supporting CSH staff to supervise individual fellows and scholars within an agreed framework, ensuring outputs and learning are disseminated, developing and promoting the programme to increase participation and impact.
- Develop strong relationships with top level clients and partner organisations such as Royal Colleges, NHS and healthcare providers, industry clients, academic institutions and regulators, ICS/ICBs, patient groups, and specialty steering groups.
- Contribute to the strategic direction and governance of CSH through Senior Management Team membership.
- Produce or oversee the production of education materials.

- Conduct communication/broadcasting activities such as conference presentations and publications.

*Education services: i) Courses ii) Board level training iii) Sustainable healthcare placements iv) Fellows and scholars v) Consultancy/bespoke training vi) Sustainable healthcare-broadcasting

About you

We are looking for an educator with strategic and operational leadership experience; project and team management, service development, curriculum design for adult education, and financial budgeting alongside programme development skills and experience.

	Skills and experience
Knowledge/experience	<ul style="list-style-type: none"> • High level knowledge of climate change, sustainability, health and healthcare • Extensive experience teaching in health professions education or the health sector
Management and leadership skills	<ul style="list-style-type: none"> • Experience in strategic leadership- ability to motivate and inspire a team by creating and communicating a vision. • Experience managing a team of motivated, self-directed educators • Experience of leading business transformational change • Commitment to staff wellbeing • Budget management and reporting. • Identifying new business opportunities and income streams • Quick to build skill and confidence in new and fast-changing environments
Communication skills	<ul style="list-style-type: none"> • Excellent verbal communication in formal and informal settings • High-level skill in presenting written information, concepts and arguments • Experience with a range of techniques for delivering presentations (face to face and virtually) to a range of audiences
Academic skills	<ul style="list-style-type: none"> • Experience designing and facilitating teaching/learning activities in a variety of formats (e.g. formal, informal, small group, large group, online, face to face)
Information technology skills	<ul style="list-style-type: none"> • Proficient in Microsoft Office applications, particularly Word, Excel, MS Teams. (Experience with project management/CRM tools, online learning platforms is desirable)
Availability	<ul style="list-style-type: none"> • Eligible to work in the UK • Comfortable with remote working

How to apply

Please email a cover letter and CV to Info@sustainablehealthcare.org.uk

Your cover letter should detail how you fit the Person Specification and be no longer than two pages long. Your application will be assessed solely by how well you fit these requirements and to what extent you demonstrate your experience and/or knowledge of the tasks you will be required to complete.

- **Closing date: 24th August 2023 (Midnight – 12AM)**
- **Informal calls: TBC**
- **Interviews: TBC**

For any questions, please contact info@sustainablehealthcare.org.uk

Location

The role will require some travel within the UK for visits, meetings, and conferences. We encourage the use of sustainable travel wherever feasible. CSH is based in Oxford, UK. Staff are expected to attend office meeting days in person once a month. Travel costs for attending these meetings are reimbursed.

Appointment

This is a full-time or part time post (4 or 5 days per week) at a salary of £41,000 pro rata per annum, plus contributory pension. Fixed term for 12 months (with a view to extension into a permanent position). You will be based remotely but should be able to come to team meetings in Oxford at least once a month.

Benefits

CSH is a registered charity, and our salary levels are competitive within the charity sector. We aim to increase salaries in line with cost-of-living at least annually. Working with CSH has many additional advantages: CSH cares for every staff member as a whole person and as a valued part of the team; CSH provides support for people working in different circumstances and is flexible in terms of working patterns to accommodate individual needs.

Equal opportunities and eligibility to work in the UK

As an equal opportunities employer, The Centre for Sustainable Healthcare is committed to the equal treatment of all current and prospective employees and does not condone discrimination on the basis of age, disability, sex, sexual orientation, pregnancy and maternity, race or ethnicity, religion or belief, gender identity, or marriage and civil partnership.

The Centre for Sustainable Healthcare aspires to be a diverse and inclusive workplace and strongly encourages suitably qualified applicants of the global majority, people with disabilities and men to apply, as these groups are currently under-represented in the organisation.

If you require reasonable adjustments at any stage of the application process, please contact info@sustainablehealthcare.org.uk

Please note, we have a legal responsibility to ensure that all our workers and employees have the legal right to live and work in the UK. As such you may be asked to provide proof that you have the right to work in the UK.

Data Protection

CSH is committed to ensuring your data is protected and is only used in line with GDPR guidelines and we do not collect unnecessary personal data from applicants during the recruitment process. Data collected as part of the recruitment process is held securely and accessed by, and disclosed to, individuals only for the purposes of managing the recruitment exercise effectively to decide to whom to offer the job.

Please see our [privacy policy](#) for more information.