Impact at Scale Labs 2- Early Years

Lead (Kenya), Impact at Scale Labs- Early Years

Job description
May 2023

About Global Schools Forum
Global Schools Forum (GSF) is a **collaborative community of non-state organisations** working to improve education at scale for underserved children in low- and middle-income countries through:

- Strengthening and growing a global, interconnected learning community;
- Testing promising solutions and diffusing evidence; and
- Partnering strategically to shape policy and scale solutions.

Our **vision** is that all children can realise their potential through safe access to quality education.

Our community of **84 organisations** spans 55 countries, collectively running or supporting **57,000 schools** who provide education to over **9.5 million children**. Our community comprises **standalone schools**, such as **MAIA Impact** working with Mayan girls in Guatemala; a diverse set of **school networks** working within or across countries, including organisations like **Hippocampus** working in India or **United World Schools** working in Cambodia, Myanmar, Nepal and Madagascar; or organisations providing core support services to non-state schools, such as **EdPartners Africa** that provides financial services to schools in Kenya or **Instill Education** that provides a variety of teacher development offers across Africa.

GSF’s work currently covers three activity areas:

**Strengthening and growing a global, interconnected learning community.** We are continuously expanding our community of mission-aligned, non-state organisations across Asia, Africa, and South America. We provide opportunities for our community of leaders to collaborate and learn from each other as they confront shared operational and pedagogical challenges. Based on the needs and challenges of the community, we curate an annual programme of events and communities of practice.

**Testing promising solutions and diffusing evidence.** We fund and support education entrepreneurs to develop, test and scale promising education approaches. We generate and share evidence on ‘what works’ in education and what makes organisations more effective.

**Partnering strategically to shape policy and scale solutions.** We enable our community to engage in the strengthening of education systems by engaging in global policy processes, and with support in forging partnerships with other organisations, funders, and policymakers.

**About the Impact at Scale Labs**

In 2022, GSF launched the first cohort of **Impact at Scale Labs**. The Labs are supporting global education innovations over 2.5 years with funding, and our tailor-made offer to refine their programmes for meaningful impact and scale in the communities that they work in.

Our offer includes:

- **Flexible implementation funding and support:** Participants will receive up to USD 100,000 in flexible funding. In addition, participants receive tailor-made guidance and support to build their scale and evidence strategies.
- **An evidence-based iterative approach:** Organisations are learning iterative methodologies and building a strategy to embed more evidence-based decision-making.
- **Co-creation and shared ownership:** Organisations are supported to identify and build connections with key stakeholders including government to advance their innovations to scale.
- **Scale via the GSF network:** Organisations are given the opportunity to engage with the global GSF member base and build partnerships for scale.

In 2023, we will be launching the second cohort of the Impact@Scale Labs focussed on **Early Years (0-6 years)** in the East Africa region.
About this Role

We are recruiting a Labs Lead in Kenya to manage the implementation of the Impact@Scale Labs programme focussed on early years. The role will work closely with the Labs global team for onboarding onto the program design for the first 6 months. After this onboarding period, the role will lead the Kenya-based team, supervise implementation, iterate on Lab design components, nurture partnerships with the government and funders, and build partnerships for Labs in other countries in the region. The responsibilities of the role are described below:

Lead the design of the implementation phase of Impact at Scale Labs - Early Years

- Work closely with the global team to understand the scope of our second Impact@Scale Labs programme, key project stakeholders, and intended outcomes of the programme;
- Provide strategic insights for the programme design based on experience supporting entrepreneurs and understanding of the childcare and early childhood education and development (ECED) ecosystem in Kenya including:
  - Identify and design programme components that best cater to the needs of the various stakeholders in the sector and help achieve the programme's intended outcomes;
  - Design an implementation roadmap and on an ongoing basis, identifying key resource needs, strategic and delivery partners to deliver the programme with maximum impact. Key programme components include: (1) Participant recruitment and onboarding (2) As-is assessment of the selected participants (3) Coaching and mentorship support to the selected participants (4) Monitoring and Evaluation (M&E) (5) Dissemination of learnings, policy and advocacy.
- Provide ongoing feedback and insights based on implementation to improve and refine the design of the labs based on the work with delivery partners, fellows, and ongoing monitoring of the programme.

Participant recruitment and onboarding

- Support the global team in setting up for the recruitment of the Impact@Scale Lab participants (Labs cohort). This will involve:
  - Attracting and identifying high-quality, locally-led organisations working with the 0-6 years age group, inputting into applicant selection frameworks, and coordinating the application process in country;
  - Supporting in identifying and coordinating with relevant members of the Investment Committee who will assess applicants in the final stages;
  - Onboarding the Labs cohort once the program begins by conceptualising and organising an offsite in country.

Fellowship and mentorship support

- Finalise a fellowship model of support which embeds local talent into the organisations selected for support;
- Identify and recruit a Kenya-based team of fellows and experts based on programme needs and the agreed model for support;
- Work with the global team to prepare knowledge materials and resources to onboard the Kenya-based team;
- Work with the global team to train and onboard the Kenya-based fellows, share centralised resources and guides, and support them to embed themselves in the organisations they are coaching;
Job description – 2023

- Supervise the Kenya team to ensure they are able to work with the Labs cohort to set and deliver relevant goals during the implementation phase, support them to stay accountable to agreed actions and to report on the progress of advancing on the organisation’s journey to scale;
- Support the global team to build a database of partner organisations and experts globally and locally and help the local team to connect their organisations with the right expertise and partners from the GSF team and beyond;
- Work with the global team to develop technical content and materials to support Labs cohort to refine their strategy for scale and ensure it is contextual to the country landscape. Content can cover the following themes: theory of change, iterative design for scale, evidence for scale, revenue and partnerships for scale, organisational design for scale;
- Support the fellows to build sustainability in the organisations they are working with to ensure they are building the organisation’s capacity for a seamless handover towards the end of the programme;
- Manage the fellows, including overseeing their work and progress to date, building their capacity, and managing administrative tasks such as approving their leaves, expenses etc.

Monitoring and Evaluation (M&E)

- Work with the global M&E team to finalise the programme's M&E plan, data sources, and processes for data collection
- Support the global M&E team in identifying and onboarding local research organisations for:
  - M&E capacity building of the Lab cohort
  - Evidence and data collection

Policy and partnerships

- Lead on developing strong relationships with government counterparts at the national and the county levels as well as bilateral and multilateral agencies and funders to identify the clear system gaps that ECED innovations can fill. Coach and support the team of fellows to form strong relationships with government counterparts at the county level;
- Nurture strong relationships with government counterparts and ensure there is two-way communication between the innovations and relevant government stakeholders;
- Set up a plan for sharing evidence including:
  - Mapping key stakeholder and partners for dissemination efforts;
  - Working with the Labs cohort, ECED networks and other actors to identify key themes for policy and advocacy based on the needs of the cohort and the wider ECED community
  - Plan for dissemination events and communities of practices online and offline
  - Co-author policy briefs, case studies, and other knowledge materials to be shared with the identified stakeholders
- Support the Kenya and global teams to document evidence and learnings from the programme and the Lab cohort's journey to scale and support the replication of ECED innovations in Kenya;
- Work with GSF team members, the Lab participants, and the broader GSF community to identify best practices and to develop resources that will benefit ECED practitioners, policy makers, and organisations in Kenya as well as other countries in East Africa;
- Identify opportunities for a Labs model in other countries in the region.

Is this you?

Person Specification
Knowledge/experience
• Significant experience designing and implementing impactful entrepreneurship support programs
• Significant experience working with senior level education stakeholders in Kenya including with government, practitioners, research organisations, and able to quickly mobilise resource networks and partnerships for the project
• Excellent team and project management skills
• Ability to organise data and use it to produce actionable insights, inform and iterate programme design
• Highly accountable, able to identify risks and quickly implement mitigation strategies
• An understanding of the early-childhood education and development context in Kenya

Personal characteristics
• Excellent organisational and communication skills
• Excellent interpersonal skills and ability to build and maintain strong relationships
• Ability to work with a diverse range of people across multiple time zones
• Commitment to global education and shared belief in GSF’s vision
• Excellent attention to detail
Benefits

- The opportunity to work at a genuinely purpose-first organisation
- 27 days annual leave, increasing with service, plus bank holidays
- Flexible working arrangements
- Organisation-wide offsites with team members from across Brazil, India, Nigeria, Pakistan and the UK
- Opportunities to exchange knowledge and experience with the organisations in the GSF community

Terms and Conditions

**Contract:** One-year, full-time contract (with the possibility of extension based on performance).

**Salary:** Competitive within the non-state education sector, based on experience and location.

**Location:** Kenya

**Hours:** Given that we work across different time zones, some non-traditional hours for early or late calls may be required.

How to Apply

Please submit your application online via Workable. Have your CV and cover letter ready to upload. Your cover letter should be no longer than one page and should include why you are interested in the role and explain why you are a good fit for the role. If you have any questions about the application process or the role, please contact us at info@globalschoolsforum.org.

**Application deadline:** 18 June 2023, 11 pm UTC

Please note we will shortlist and interview candidates on a rolling basis and this advert may close earlier than advertised.

Online interviews will be arranged as suitable candidates are identified, so early application is strongly advised.

We will aim to contact all applicants within 15 working days of the closing date.

**Application process:**
The application process will be in multiple stages with successful candidates moving through each stage. These stages include (1) a review of your CV and cover letter, (2) an optional phone call in case we require further information on your background and experience, (3) a first interview with the GSF team, (4) an assignment to be completed within 48 hours and (5) a final interview.

We appreciate that this application process requires a significant investment of time. The GSF team will communicate with those who have advanced to each step in the process as well as with those who do not move to the next stage.
We are committed to cultivating a fair and inclusive workplace, where everyone can be themselves and thrive. We encourage applications from everyone regardless of race, age, disability, gender, ethnicity, sexual orientation or faith.