

HEAD, ENGLISH FOR EDUCATION SYSTEMS

TURKEY

FEBRUARY 2020

Role Information

Role	British Council Pay Band	Location	Duration	Reports to:
Head, English for Education Systems	7	Ankara, Turkey	2 years	Director Education Turkey

Role purpose

The main focus of the role will be to provide English Language Teaching expertise to engage with the Ministry of National Education on planning and implementing an ambitious programme of English language teaching reform in the general and further education sectors. The role will also involve supporting the Education Team in delivering a portfolio of English and Education programmes with partners from the higher and vocational education sectors.

About us

Global

The British Council is the UK's international organisation for cultural relations and educational opportunities. We create friendly knowledge and understanding between the people of the UK and other countries. We do this by making a positive contribution to the UK and the countries we work with – changing lives by creating opportunities, building connections and engendering trust.

We work with over 100 countries across the world in the fields of arts and culture, English language, education and society. Each year we reach over 20 million people face-to-face and more than 500 million people online, and via broadcasts and publications.

Founded in 1934, we are a UK charity governed by Royal Charter and a UK public body.

The British Council's work in the Education, Society and Skills sectors helps the organisation foster links between UK and local organisations, institutions and practitioners. Our work in Education, Skills and Society contributes to high quality education, empowered people and strong and inclusive communities. We also aim to support more widespread and better knowledge of English, and national systems which support high quality learning, teaching and assessment of English.

Geopolitical/SBU/Function overview:

Turkey

As an emerging economic power, NATO member, EU candidate country and an influential global player in east-west relations, Turkey is a country of global strategic importance for the UK and therefore for the British Council. The British Council in Turkey forms part of the Wider Europe (WE) region, consisting of 15 countries including Russia, Ukraine, Israel, the Western Balkans, Central Asia and the South Caucasus.

Together with Russia, Ukraine and Israel in WE, Turkey is a priority country for the British Council.

We have been operating in Turkey for 80 years and have over 50 staff located in Ankara and Istanbul. Currently we focus on work in Education and Society, English and Examinations and the Arts.

Our work in Education and English aims to increase the quality and quantity of UK-Turkey research collaborations and support inward and outward mobility for students and academics and joint study programmes. We work closely with the Council for Higher Education on areas including quality assurance in HE and developing closer links between universities and academics in Turkey and the UK, with the Ministry for National Education (MoNE) to support reform in English language teaching in schools, and with TUBITAK on science partnerships.

Main opportunities/challenges for this role:

The main focus of this role is to assure the successful implementation of a high-profile English language teaching (ELT) project with the Ministry of National Education (MoNE). We are working closely with the MoNE to support a new 3-5-year national programme to reform ELT in schools. The government has publicly declared this reform to be a priority, and the UK, represented by the British Council, is seen as having a leading role in developing and implementing it through an ambitious national programme to develop a sustainable, continuing professional development framework for English language teachers in Turkey. The programme's primary beneficiaries are the 37,505 English teachers in lower secondary schools.

An opportunity of this role will be to develop high quality face-to-face and digital training opportunities for English teachers on the programme with the aim of improving the classroom experience for learners and creating effective Continuing Professional Development opportunities for teachers.

The role also supports our work in English in higher education, which focusses mainly on facilitating debate and sharing of good practice, particularly across the Wider Europe region, in the area of English as a Medium of Instruction.

One of the main challenges of this role will be to work closely with a dispersed global and regional English for Education Systems team to ensure the Turkey English portfolio is aligned to global and regional strategy.

Main Accountabilities:

Strategy and planning

- To work with Director Education and the WE lead for English for Education Systems to develop and implement a sustainable, relevant, innovative and high-impact English plan for the British Council in Turkey in line with British Council country, regional and global English strategies
- To support the Education Team in the development and delivery of the British Council Turkey's Education strategy, ensuring that English forms an integral part of this
- To contribute to regional programme-based planning in English and to provide English expertise to WE country teams as and when required.
- To work with Director Education and other colleagues as required on developing a fit for purpose monitoring and evaluation strategy for Turkey's English and Education work
- To plan and deliver monitoring and evaluation activities for specific programmes as required
- To plan and monitor a sustainable digital component for teacher training projects.

Leadership

- To lead on delivery of the British Council Turkey's English work
- To work with Director Education on the scoping of ELT partnership opportunities with the higher and vocational education sectors.
- To deputise for Director Education within the Education Team and at a country and regional level as required
- To deputise for Director Education within the Ankara office as and when required
- To provide line management to 1-2 local staff members of the Education Team regarding their English related work
- To represent the British Council at English-related and other events at country and at regional level as required

Communications

- To develop and maintain a network of English related contacts, partners, key influencers and other stakeholders with a particular focus on education leaders from ministries, universities and other state bodies
- To act as the main internal point of contact regarding the British Council's Turkey's English activities
- To provide specialist advice and guidance to the British Council's external partners and contacts on ELT reform planning and delivery as required
- To provide updates and reports to the country Senior Leadership Team, the regional English team and the global English team as required
- To work with the country and regional marketing and communications teams on ensuring British Council English activities in Turkey are reported on effectively in order to maximise impact and British Council visibility
- To work closely with the country Marketing and communications team to develop a general marketing and communications strategy for British Council English programme activities and to embed this within the wider Education communications strategy
- To produce specific marketing and communications plans for large-scale English programme activities required in line with regional specifications

Key relationships:

Internal: Director Education Turkey, Country Director Turkey, Deputy Director Turkey, Country Exams Manager, WE Regional Head of English for Education Systems, WE Regional Portfolio Manager; WE Regional Head of Education and Society, UK/Global English Team, Turkey and Regional Marcomms team.

External: senior contacts in Education and Higher Education, Ministries and other government and semi-government bodies, local education sector leaders including university and school leaders and leading academics in relevant fields, heads of teachers' associations and similar organisations. UK Embassy colleagues. Potential influencers such as education experts and think tanks. Directors of private training centres and language schools. Representatives of UK English publishers.

Other important features or requirements of the job (e.g. travel, unsocial/evening hours, restrictions on employment etc.)

- Travel will be required within Turkey and abroad
- Normal office working hours will be applied
- Attendance to evening events such as receptions, dinners, etc. may be required
- Occasional working over weekends may be needed

Role Requirements:		
Threshold requirements:		Assessment stage
Passport requirements/ Right to work in country	Legal right to work and reside in Turkey.	Shortlisting
Notes		Shortlisting
Person Specification:		Assessment stage
Language requirements		
<i>Minimum / essential</i>	<i>Desirable</i>	<i>Assessment Stage</i>
Excellent written and spoken English (C1 level)	Working level of Turkish (B1 level or above)	Shortlisting
Qualifications		
<i>Minimum / essential</i>	<i>Desirable</i>	<i>Assessment Stage</i>
DELTA, Dip TESOL and/or Masters' degree in ELT or equivalent	Qualification in Project Management	Shortlisting
Role Specific Knowledge and Experience		
<i>Minimum / essential</i>	<i>Desirable</i>	<i>Assessment Stage</i>
<ul style="list-style-type: none"> 5 years' experience of English language teacher training 3 years' experience in an English project management role overseas or equivalent Track record of planning, managing and delivering large-scale ELT and/or education reform programmes, including digital components. Track record of managing budgets and resources Experience of recruiting and managing freelance education professionals (i.e. teacher educators). Experience of planning, commissioning and managing ELT and/or education consultancy work Track record of designing and implementing monitoring and evaluation exercises 	<ul style="list-style-type: none"> Experience of working in Turkey or a comparable context Experience in managing relations with senior education leaders (i.e. government ministers, university presidents, etc) in an overseas context Experience of leading and/or working with teams spread across multiple locations Knowledge and experience of using digital solutions for ELT and teacher development Knowledge of the British Council's global English strategy and how this links in with the organisation's wider education strategy 	Shortlisting AND Interview

	<ul style="list-style-type: none"> Experience of designing programmes based on the British Council Teaching for Success framework 	
British Council Core Skills		Assessment Stage
<p>Communicating and influencing (level 4): Influences at the highest level Influences and manages relationships at the highest levels to build mutual understanding, shapes perceptions of the British Council and creates positive change over the medium term.</p> <p>Managing projects (level 4): Leads larger projects Analyses requirements with the sponsor/stakeholders defining the specification with awareness of equality and diversity impact, planning, revising, implementing and evaluating on medium-to-large and/or high risk projects, coordinates a diverse team and handles changes in specification or plan to meet unexpected circumstances.</p> <p>Planning and organizing (Level 3): Develops annual plans Develops and reviews the implementation of annual plans for a work group or function, taking account of business and customer requirements and reconciling competing demands.</p> <p>Managing risk (Level 3): Develops the culture Has track record of analysing potential risks, promoting risk awareness, and holding others to account for their practices.</p>		Shortlisting AND Interview
British Council Behaviours		Assessment Stage
<p>Shaping the Future (most demanding): Changing the nature of what we do and the benefits we gain by thinking and planning with creativity</p> <p>Connecting with others (most demanding): Building trust and understanding with people who have very different views.</p> <p>Working together (most demanding): Creating the environment in which others that have different aims can work together.</p> <p>Being accountable (more demanding): Putting the needs of the team or British Council ahead of my own</p> <p>Making it happen (more demanding): Challenging myself and others to deliver and measure better results</p>		Interview
Prepared by:		
Aysen Güven, Director Education, Education and Society Turkey		25 February 2019