

Centre for Global Education

The Centre for Global Education (CGE) is a development non-governmental organisation (NGO) which provides education services that enhance awareness at a local level of international development issues. The Centre was given the remit of promoting development education, which is a participative and experiential form of global learning designed to engender new skills, values, attitudes and knowledge that enable us to understand the factors that underpin poverty and injustice around the world.

Connecting Classrooms through Global Learning

The British Council and the Foreign Commonwealth and Development Office (FCDO) are co-funding the Connecting Classrooms through Global Learning (CCGL) programme to 31 August 2021 to provide opportunities for pupils in Northern Ireland and in the global South to learn about and take action on global issues. Teachers can participate in Teacher Professional Development (TPL) training to support their global learning practice, and schools can apply for grants to support international school partnership projects. The Centre for Global Education has been contracted by the British Council to manage delivery of CCGL in Northern Ireland.

Communications and Media Consultant

CGE seeks a Communications and Media Consultant to carry out the following tasks: collating content and managing promotions through blogs, newsletters, flyers, press releases, Ezines, video and social media accounts such as Twitter, Linked-In, YouTube and Facebook; updating of CCGL website content on <https://www.globallearningni.com/>; sending effective and timely communications to schools and education networks; and maintaining a social media profile for the programme.

Timescale and Conditions

The consultancy contract has a duration of eight months: 1 November 2020 - 30 June 2021. The maximum fee available for this consultancy is £17,000 (inclusive of VAT and Travel covering the period November 2020 to June 2021). The consultant can work from home but may, on occasion, be required to work from the offices of the Centre for Global Education.

The Centre for Global Education aims to be an equal opportunities employer and welcomes applicants irrespective of their sex, sexual orientation, religion, marital status, ethnic origin, or disability.

Essential Criteria

A minimum of 3 years' experience of/in:

- Implementing an effective communications strategy with multiple inputs including time bound projects with targets and tight deadlines.
- Website and social media management.

- Direct and digital marketing, including the creation and dissemination of e-newsletters.
- Stakeholder engagement.

Qualifications

- A Third Level qualification in a relevant discipline e.g. education, communications and marketing or project/business management.

Skills

- The ability to create and maintain effective information storage systems.
- The ability to develop, implement and monitor communications strategies incorporating multiple channels.
- Excellent IT skills including proficiency in Microsoft Office and Microsoft Access.
- Excellent time management, administrative and organisational skills.
- Excellent written and oral communication skills.
- The ability to work independently and collaboratively with other members of a team where necessary.

Tender

The Centre for Global Education invites you to tender for this consultancy. Your tender submission should be emailed to Caroline Murphy, CCGL Programme Manager (caroline@centreforglobaleducation.com) by **5pm on 26th October 2020** and should include:

- Your CV and CVs for any other individuals you plan to involve in the work.
- An outline (**max 350 words**) of how you meet the criteria and skills, and how your experience makes you the ideal candidate to carry out this piece of work.
- A tailored workplan together with a proposed budget and timeline.
- Contact details of two referees with whom you have previously worked in an educational or formal sector context that we may approach for references.

For further information contact caroline@centreforglobaleducation.com.

Please visit the following web sites:

www.centreforglobaleducation.com

www.globallearningni.com

<https://connecting-classrooms.britishcouncil.org/>