



AoC Management Services

Recruitment & Selection of **AoC London Director**

AoC London Region
November 2008

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A welcome note from the AoC London Chair

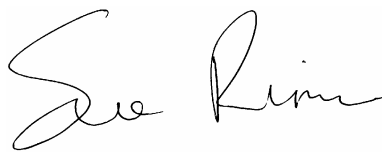
Firstly I would like to thank you for your interest in the post as AoC London Director.

If you already know anything of the Further Education sector, you will appreciate that it is endlessly changing as Colleges respond to the twin imperatives of national and regional government policy and the demands of our students and employer clients.

The London environment is unique and particularly exciting – so it would be a great time to join us. The London Skills and Employment Board recently published its strategy for adult skills in the capital - AoC members had a significant influence in ensuring Colleges are regarded as central in delivering the Board's aspirations. New funding arrangements mean that Colleges must reinforce their relationships with local authorities to secure funding for their 14-19 provision and to ensure the alignment of strategies to support the workless in to employment - AoC London will be crucial in communication with London Councils, the collective voice for local authorities. Perhaps most excitingly, the 2012 Olympics provide a unique focus for training activities - AoC London oversees On Track London and works with Podium to coordinate Colleges' Olympic activities.

AoC London represents 53 colleges including general FE, sixth-form and adult specialists. Our members expect AoC London to lobby and influence stakeholders as diverse as national, regional and local government, employers' organisations such as London First, student bodies, regeneration agencies and the those responsible for mounting the Olympics to promote Colleges and maximize the opportunities for them to succeed. As our London Director you will work with myself as Chair and the Regional Committee to devise a strategy to maximise our influence and then coordinate the activities of Principals and Corporation Chairs in implementing this strategy.

These are the most exciting and challenging of times for London Colleges. If you have the enthusiasm and skills to ensure AoC London is not just responsive but proactive in creating the environment in which its members can succeed, I look forward to receiving your application.



Sue Rimmer

Why this role – why now

It's a great time to work in policy development and lobbying in Further Education, in particular for the Association of Colleges London Region. We expect the London Director to make a significant impact at a senior level both with members and key stakeholders. The pace will be frenetic at times and the agenda packed though it's a hugely rewarding world to work in.

Whilst this role has existed on an interim basis over the last year, the Regional Committee has decided that the time is right to make a permanent and substantive appointment to the role, so this post is now much more about pursuit of a policy agenda, with the postholder working closely with and on behalf of members. To deliver on this aspect of the role you'll need to work with, and through, College Principals and Chairs. It's therefore crucial to be able to create really effective relationships, and to be able to get the best from our College leaders. The role is simply described; to influence and shape the big educational decisions that impact on London's many and diverse learners. However, it will take a special individual to deliver our expansive and challenging agenda.

Looking after member Colleges is a key part of the role, making sure they are well prepared and briefed on policy issues, and marshalled to support regional and national campaigns. There is a small professional team to help deliver this aspect of the job – so you'll need to manage the office as well as the members.

To be successful in this role you'll be able to develop and utilise formal and informal relationships to get results. You don't need to be an FE person – but you'll probably be able to draw on experience of constructing really challenging campaigns to shape policy.

You'll have gravitas and significant influence and will certainly enjoy the complex political environment that London offers. If you do this job well you'll make a major contribution to London Colleges and their learners, and there can be few more satisfying things than helping to shape educational futures.

This is a great opportunity and a great time to join AoC London Region. We hope the microsite for this post is useful in helping you find out what we are all about and what we are looking for in the successful candidate. If there are any matters you'd like to discuss please don't hesitate to call us. Initial contact should be through **Mary Cummins Interim Recruitment Manager at AoC Management Services on 0207 034 9900.**

More about AoC London Region (AoCLR)

The Association of Colleges (AoC) is the representative body for Further Education and Sixth Form Colleges in England, Wales and Northern Ireland. AoC London Region (AoCLR) leads Colleges in their lobbying activities to create an environment for further and adult education to succeed in our capital city. The aim is to promote educational opportunities and skills training for Londoners over the age of 16 by fostering collaboration between Further Education, business, Government and the community.

AoCLR is committed to contributing to London's prosperity through: assisting in the development of regeneration partnerships to enhance sustainable economic development and encouraging social inclusivity by ensuring that all the City's residents, employers and workers have access to lifelong learning.

The London environment is challenging in a political and policy context for Colleges, especially relating to the handover of 14–19 to Local Authorities, and with decreasing funding, in particular for adult learning. The sector needs an advocate for the sector as a whole.

The Future for AoC London Region

With 1 in 9 Londoners engaged in some form of post-school study, further and adult education plays a significant role in shaping London's economy by contributing to the skills and knowledge base of the Capital. AoCLR have forged close links with business, finance and industry whilst London's Colleges are a leading force for upgrading the skills of London's residents and workers, drawing people to the region from the UK and abroad.

AoCLR seeks to secure a more prominent presence in the region with a view to creating and maintaining effective external partnerships as well as attracting more funding. Work is currently underway for the 2012 Games and AoCLR hope to build on this success as the Games approach. The region wants to become the representative for London Colleges at local and national level whilst working alongside the national AoC office.

More about the post of AoC London Director

The Role

The AoC London Director will work on behalf of London Colleges, networking, enhancing the reputation and raising the profile of AoCLR and its members. The role requires the postholder to have:

- an understanding of London and its policy environment
- a broad understanding of working with policy and experience of developing associated advice
- some experience of campaigning and lobbying
- in-depth understanding of the importance of brand, reputation and effective public relations
- experience/understanding of delivering services to members
- the ability to work alongside and complement national AoC
- ideas for additional income generation beyond member income

The Person

The successful candidate will:

- display initiative and self-drive
- be able to anticipate sector needs and be responsive to the demands of the sector
- have a passion for promoting the importance of training and education in achieving social justice, and be able to relate to the goals of AoC members
- gather, analyse and present sector intelligence
- communicate effectively with Principals/ Chief Executives and senior managers and represent the region effectively with external stakeholders and funders
- be able to demonstrate well developed influencing and leadership skills
- be able to organise self, and effectively manage the full range of management disciplines & activities in the London office
- demonstrate the ability to quickly master a brief
- able to make effective and authoritative presentations

Role Objectives

- Support the London Region Board in its work on behalf of member Colleges
- Lobby and develop campaigns to promote the interests of London member Colleges
- Gather intelligence and ensure members are well briefed on critical issues
- Support the London Region in developing and maintaining effective relationships with multiple stakeholders
- Monitor and help progress the London Region's policy objectives
- Manage the professional staff in the London Region office and all associated finances
- Ensure meetings of members and interest groups are professionally managed

Selection Process

Initial interviews & testing will be held in Central London with retained consultants of AoC Management Services during November. Second stage selection will follow with AoC London Region.

Remuneration

The pay for this role will be circa £70,000. The package includes health care, 30 days annual leave and a final salary pension scheme.

For further information on the role, please contact **Mary Cummins**, Interim Recruitment Manager at AoC Management Services on **0207 034 9900**, or to download an application pack please visit:

www.aocms.co.uk/recruitment_1233.asp