



The Money House Trainer - Job Description

Job Title	The Money House Trainer
Location	Based in our Westminster house, but flexible for delivery across 3 other boroughs where needed: Greenwich, Newham, Haringey
Duration	Permanent, Full Time
Salary	£30,000 - £32,000 depending on experience plus benefits package and training budget
Closing Date	19 th August 2022

Background

MyBnk is the largest, specialist financial education charity for children and young people. We work in partnership with schools, youth organisations and local authorities and, increasingly, directly with young people, in-person, virtually and online. Our mission is to empower young people to take charge of their future to make money choices themselves. We are about 'doing something that works' not just 'doing something' and we are committed to the strongest evidence of impact.

Together with young people, we have created innovative, high impact and high energy workshops that bring money to life, covering topics such as saving, budgeting, debt, independent-living, and student finance. Under the Money Twist, Money Works and The Money House brands we build money knowledge, mind-sets and habits and embed skills to survive and thrive. We leverage our expertise in content and training to support partners and to create systemic change. We are the winners of the 2021 London Homelessness prevention award. Three quarters of our work is with young adults most in need.

Since 2007 we have helped over 290,000 young people. From this strong base, we have entered an exciting period of growth, taking our in-person programmes national, and adding online services accessed directly by young people.

MyBnk's financial education is focused on Need:

- ⚡ **Young adults in the greatest need** – Who cannot afford mistakes.
- ⚡ **School children with low financial capability** – who need help most

The best times to make a difference

- ⚡ **The very young** – When habits are set.
- ⚡ **All young adults entering independence** – Making choices now.
- ⚡ **Aged 11-16 increasingly engaging with money** – Preparing for the future.

The Role

We are seeking energetic and engaging individuals with a genuine interest in social change, education and the empowerment of young people.

You will work within an organisation which consistently exceeds its targets and delivers significantly positive outcomes for young people.

Responsibilities include:

You will deliver 5 day and 1 day 'The Money House' training to vulnerable young people aged 16 – 25 years in a 'real flat' setting, in Greenwich, Newham, Westminster and Haringey. Deliveries will initially entail up to 3 five day programmes plus 1-3 one day programmes a month.

Duties include:

Programme Delivery

- ⚡ Deliver training to an exceptionally high standard, meeting the MyBnk quality requirements and following the MyBnk Education Ethos
- ⚡ Work with diverse groups of young people. This includes young people with Special Educational Needs (SEN), English as an Additional Language (EAL), young offenders in custody, Unaccompanied Asylum-Seeking Children (UASC) and those Not in Education Employment or Training (NEET).
- ⚡ Effectively engage learners with a delivery style that is clear, concise, energetic and relevant.
- ⚡ Process student accreditations, with the support of MyBnk's accreditation team
- ⚡ Commit to becoming an expert in finance education by having excellent subject knowledge and continuing your professional development.
- ⚡ Follow MyBnk processes regarding the sending back of monitoring and evaluation questionnaires, inputting feedback etc.
- ⚡ Manage petty cash on-site refunding young people for their travel and other expenses
- ⚡ Running activities on Open days and Taster sessions for external stakeholders / funders
- ⚡ Working with the Project Manager, engage external visitors
- ⚡ Oversee and report immediately safeguarding, health and safety, data protection issues during training

Programme Management

- ⚡ Manage a Training Assistant who will assist in delivery
- ⚡ Work with MyBnk's London Delivery Manager to develop and enhance The Money House curriculum, in line with MyBnk standards – including embedding digital & employability skills
- ⚡ Keep training materials up to date amending where necessary, providing honest and timely feedback on the programme to the MyBnk team.
- ⚡ In line with MyBnk's Youth Participation agenda, encouraging young people to create media content (blogs, photos, vlogs), and engaging with them post training to join MyBnk's Youth Ambassadors Scheme / get work experience etc.
- ⚡ Work with MyBnk's Training and Quality Manager to develop student outcomes (in line with Theory of Change models and Financial Capability frameworks), programmes, and ensure quality.

Other Responsibilities

- ⚡ Become a part of the wider MyBnk team, actively participating in trainer forums, Education and Full team meetings and events, and sharing good practice.
- ⚡ Involvement in other relevant MyBnk operations, such as programme development and delivery of other MyBnk Education programmes and contributing to funding applications.
- ⚡ Become an ambassador of MyBnk and The Money House, upholding MyBnk's mission, ethos and reputation externally at seminars and events.
- ⚡ Network within the education, local authority and corporate sectors; building relationships with stakeholders, giving presentations and create opportunities within relevant networks.
- ⚡ Contribute to the strategic direction and performance of MyBnk, specifically with regards to Education.

Person Specification

Qualifications

You must:

- ⚡ Be educated to degree level, be a qualified teacher, or have an equivalent level of professional experience.
- ⚡ Have experience of delivering foundation / accredited learning, and ideally have A1, V1 and/or PTL/AET qualifications
- ⚡ Have a good grasp of Mathematics, having achieved GCSE grade B or equivalent.
- ⚡ Have a fluent command of English and the right to live and work in the UK.

Experience

- ⚡ Have a minimum of two years' experience in successfully working with a diverse range of young people aged 11-25 years - including vulnerable youth (e.g. those leaving care, NEET, PRUs).
- ⚡ Have a strong interest in financial education, and be committed to becoming an expert in this topic. Ideally you will have experience of delivering financial education, and a good understanding of these curriculum areas.
- ⚡ Have previous education programme management experience, and a proven track-record of success in developing attention-grabbing, engaging and effective educational materials and programmes for young people.

Skills

- ⚡ Have a unique and engaging style of delivery, and ability to 'wow' young people the first time you meet them, taking them on a memorable learning journey.
- ⚡ Be highly creative, with the ability to think on your feet and embrace new ideas.
- ⚡ Possess strong IT and digital skills with an interest in using technology in education and enterprise. An ability to design educational materials using a variety of media including PowerPoint.
- ⚡ Have excellent interpersonal skills and the ability to build and maintain relationships with youth / social workers and senior management within youth organisations and local authorities.

Inclusivity

MyBnk is dedicated to building an inclusive culture and working environment that promotes a sense of safety and belonging for our staff to feel supported to achieve their potential.

We know there is further to go. In 2020, MyBnk established an Anti-Racism Committee, which worked with the wider MyBnk team to present companywide actions and recommendations to ensure that we are listening, learning and constantly evolving to root out and tackle racism in all its forms. In 2022, we are creating a staff-led Equality, Diversity and Inclusivity committee to continue and build on this work.

MyBnk will not discriminate directly or indirectly on the grounds of race, nationality, ethnic origin, gender, marital status, pregnancy, age, disability, sexual orientation, gender reassignment, ethnicity, and neurodiversity, cultural or religious beliefs. Reasonable adjustments to the recruitment process will be made to ensure that no applicant is disadvantaged because of their disability.

Benefits

- ⚡ 25 days per year annual leave, pro rata full time equivalent (plus bank holidays and Christmas break).
- ⚡ Pension scheme.
- ⚡ Income protection insurance.
- ⚡ Death in service insurance.
- ⚡ Cycle to work scheme.
- ⚡ Annual training allowance.
- ⚡ Enhanced maternity, paternity and adoption leave and pay.
- ⚡ Flexible working policy.
- ⚡ Season ticket loans.

Application process

Please send a CV and covering letter to jobs@mybnk.org by 19th August 2022.

If you have any questions regarding this role, please contact wayne.jordan@mybnk.org