



## Education Officer

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APPLICATION PACK

April 2022



Safer Internet Day 2020 | Tuesday  
11 February  
Together for a better internet

Free to be me: exploring  
identity online  
#FreeToBe...



InternetDay

BEYOND LIMITS

Thousands of organisations get involved with Safer Internet Day each year

# About Childnet

## Helping make the internet a great and safe place for children and young people

Childnet is a children's charity with a mission to help make the internet a great and safe place for children and young people.

Since 1995 we have had a positive impact with our empowering, youth-led, evidence-based, collaborative approach to empower children and young people to use the internet safely and positively.

We are a small charity with ambitious plans and dedicated and passionate staff. From our [innovative resources](#) for 3-18s, parents, carers and teachers, to [pupil powered online safety](#) programmes, we have stayed at the cutting edge of the latest technology trends by speaking to thousands of children and young people each year.

Youth voice plays a central role in all of our work, and we involve young people in our education, policy and campaigns. We empower young people to take the lead in promoting a better internet through our Childnet Digital Leaders Programme, training young people to be peer educators in their school communities.

As one of three charities in the [UK Safer Internet Centre](#), we coordinate the award-winning [Safer Internet Day](#) campaign, reaching millions of UK children every year.

We achieve a wide impact by influencing best practice and policy, both in the UK and internationally, working to shape the online environment and ensure that the needs of children and young people are listened to. We are represented on Facebook's Safety Advisory Board, Twitter's Trust and Safety Council and the Executive Board of the UK Council for Internet Safety.

Our [funders and partners](#) include high profile names such as the European Commission, UK Government, Meta, Disney, Microsoft, TikTok, BT, the BBC and Premier League football clubs, and we work closely with a wide range of key stakeholders across government, industry, media, education, police and the charity sector.



For further information on Childnet and our work see:

[childnet.com](http://childnet.com)

[saferinternet.org.uk](http://saferinternet.org.uk)

# Key projects and recent resources



## Safer Internet Day

On 8th February 2022 we mobilised 3,424 organisations, reached 54% of UK children and 32% of parents, and trended across social media.



## Digital Leaders Programme

Our gamified learning platform trains children aged 5-18 years to be online safety peer educators.



## Thrive Online

We are creating resources to empower young people with SEND to build happy and healthy online relationships.



## Childnet Film Competition

Our annual Film Competition sees hundreds of children create short films to inspire their peers to be kind online



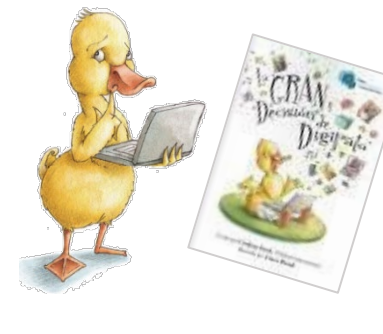
## Youth voice

We embed young people's voice throughout our work and ensure that young people have their say.



## Education visits

Our education visits provide interactive, discussion-based sessions for young people as well as parents, carers and educators.



## Digiduck Storybooks

Our children's storybooks help even the youngest internet users learn how to be a good friend online.



## Recent research

We've conducted large-scale research on critical thinking and misinformation, online hate, children's experiences of online gaming and expiring content.

# About the role

**We are looking for an enthusiastic educator to help us create and deliver innovative, engaging, and inclusive online safety education for children and young people across the UK, and those who care for them.**

This role would be ideal for someone with experience of educating or supporting children and young people directly, with a passion for facilitating engaging, interactive workshops with children and adults alike. This role will help Childnet to produce and deliver **exciting and pioneering work** to ensure that online safety education is inclusive and accessible for all children and young people. You will play a vital part in developing and delivering impactful education sessions for young people, parents and carers, and educators, as well as creating new teaching and learning resources.

The role is very varied and sits within a busy and motivated Education Team who have collective experience of working in schools as qualified teachers, in pastoral roles and of leading drama workshops.

At Childnet we pride ourselves on the collaborative approach we take to tackling a broad range of online safety issues, our commitment to empowering young people and of championing youth voice. This role offers exciting opportunities to work closely with the internet industry, other charities, and international organisations. It will involve working with schools across the UK, helping to deliver exciting youth-led events and be at the forefront of online safety education.

Childnet is a proud equal opportunity employer, and we are fully committed to providing employees with a work environment that is diverse and welcoming, free from discrimination and harassment. Every applicant who passes the minimum requirements will be considered, no matter their age, gender, gender expression, disability, race or ethnicity, religion, belief, sexuality, marital status, or parental status.

This role requires regular travel to schools and educational settings across the UK. On occasion, some projects require international travel.

## Salary

£25-29K per annum  
(depending on experience)

Plus, employer's pension  
contribution (currently 10%)

## Location

Our offices will be your  
primary workplace with  
flexibility to work from home  
on discussion with your line  
manager.

Our offices are in Brockley,  
Southeast London.

## Contract

1-year fixed term contract

## Working hours

Full-time 35 hours per week

## Holiday

25 days per annum, plus  
statutory holidays

## Start date

ASAP

## Reporting to

Education Manager



# Job description

The key tasks and responsibilities fall under several main areas:

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## Youth outreach work (60%)

- Regular travel to educational settings across the UK and deliver sessions for children and young people aged 3-18, educators and parents and carers
  - Deliver virtual education sessions for all these audiences as required
  - Present effectively to child and adult audiences
  - Demonstrate Childnet's ethos and values throughout all outreach work
  - Ensure the presentation content remains relevant and engaging for the chosen audiences
  - Liaise with school contacts to organise visits, fees, travel, and logistics
  - Work informally with youth audiences to capture youth voice e.g., through focus groups
  - Support young people at events to engage with stakeholders and successfully present their ideas
  - Effectively monitor and evaluate education sessions and resources to inform future developments
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## Educational content (30%)

- Research and produce educational content for children and young people such as lesson plans, video content and online modules, e.g., Safer Internet Day education materials for schools
  - Research and produce information for parents, carers, and educators such as key advice and school guidance
  - Work with colleagues across the Education Team, Communications Team, and Digital Leaders team to develop and update digital content for the Childnet website, social media channels and [Digital Leaders Programme](#)
  - Liaise with designers and other external agencies where necessary
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## General (10%)

- Support Childnet's mission to provide inclusive and accessible online safety education for all audiences
  - Effectively deliver and complete administrative tasks required for the role
  - Support with awareness raising campaigns and events such as Safer Internet Day, the Childnet Film Competition and Digital Leaders events
  - Contribute content, support with events, and maintain communication with key stakeholders for wider Childnet projects
  - Think creatively about new ways to deliver key online safety messages and support Childnet's long term goals, including how we work with other organisations and raise money for our work
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# Person specification

## Qualifications, skills, and experience - Essential

- A strong commitment to and passion for Childnet's mission and its values. See [childnet.com/what-we-do/vision-and-values](https://childnet.com/what-we-do/vision-and-values)
- Knowledge and awareness of the education sector in the UK including education curriculum content and online safety
- Experience of teaching or facilitating learning activities for children and young people including those with SEND, and adults
- Experience of developing educational activities and materials, including presentations, and teaching resources
- Knowledge of online safety and safeguarding procedures within schools or other youth settings
- Excellent communication manner with strong writing and presentation skills; and an ability to communicate complex ideas in an accessible and persuasive style, both written and face-to-face, to children and parents
- Good interpersonal skills, and an ability to communicate effectively with a wide range of people outside the organisation
- Strong organisational skills with demonstrable experience of being able to manage one's own time and workload, and of managing competing priorities and deadlines

- Demonstrable experience and ability to work in a small multi-disciplined staff team and contribute to cross-team collaboration
- Ability to work creatively, being open to new ideas and being ready to support the initiatives of others
- Strong IT skills in key applications and familiarity with popular online services used by children and young people
- Enthusiasm and passion for keeping children safe online and including their voice within all of Childnet's work
- Ability to motivate others and empower young people
- DBS checked (Childnet would insist this is concluded before appointment is confirmed)

## Qualifications, skills and experience - Desirable

- Qualified Teacher Status
- Understanding of how young people engage with digital technologies
- Understanding of remote education practice, opportunities and limitations, and experience of delivering training online
- Experience of creating content for digital learning platforms
- Experience of working in a pastoral role with children, for example, within a school community

# How to apply

Please apply for the role through [BeApplied](#) (alternatively – please type this link into your browser <https://app.beapplied.com/apply/rmwlvoudnj>).

To discuss this role informally before you apply, please contact Education Manager Ellie Proffitt by email at [ellie@childnet.com](mailto:ellie@childnet.com)

Closing date for applications is **11:59pm Monday 2<sup>nd</sup> May, 2022**

Interviews will be held via Zoom on **17<sup>th</sup> and 19<sup>th</sup> May 2022**, with second round interviews in the following week.

Employment is conditional upon receiving satisfactory references, and DBS clearance.

Any updates to this vacancy will be noted on our website [childnet.com/vacancies](https://childnet.com/vacancies)

## Closing date

**11:59pm Monday 2<sup>nd</sup> May, 2022**

## Interviews

17<sup>th</sup> & 19<sup>th</sup> May 2022

Second round to follow the week after

## Interview location

First round interviews conducted virtually

Second round interviews in person at the Childnet office





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Free to be me: exploring identity online



Young people take part in the Safer Internet Day flagship event in London