

Education Programme Officer Job Description



Role:	Education Programme Officer
Responsible to:	Education Programme Coordinator
Salary	£31,400
Hours:	32 hours per week
Term:	Permanent, subject to continued funding
Location:	Hybrid home and office, with travel to partner school

Company Background

Intercultural Youth Scotland (IYS) is a national youth charity empowering and supporting Black and People of Colour (BPoC) children and young people across Scotland. As a leading voice for equity, inclusion, and social change, we deliver services that respond to the diverse and intersectional needs of young people of colour.

Our work is rooted in community, shaped by youth voice, and driven by a commitment to challenge inequality and build a more just and inclusive Scotland. We create safe, supportive, and inspiring spaces where young people can connect, collaborate, and contribute to positive change.

Our approach to working with children and young people

Young people's experiences, ideas, and leadership are central to everything we do. We provide tailored programmes and holistic support that enable young people to thrive, feel heard, and realise their potential.

About the Education Programme

The IYS Education Programme delivers anti-racist education through workshops and curriculum-linked sessions in schools and other learning environments. The programme challenges systemic inequalities within education while supporting schools and young people to embed inclusive, anti-racist practice and leadership.

Job Purpose

To support the delivery and development of the IYS Education Programme, ensuring it meets the needs of BPoC young people and delivers high-quality, measurable impact. The Education Officer will deliver anti-racist education, support schools to embed inclusive practice, and work collaboratively across IYS to provide a joined-up and empowering experience for young people.

Key Duties and Responsibilities

Programme Delivery

- Deliver anti-racist education sessions in schools and other learning environments.
- Facilitate youth-led initiatives, including anti-racist lunch clubs and school action groups.
- Provide mentoring, guidance, and advocacy for BPoC young people and, where appropriate, their families and communities.
- Support teachers and school staff through training, professional learning, and curriculum advice to embed anti-racist practice.

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- Act as a critical friend to schools, offering constructive feedback to support inclusive policy and practice.
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Collaboration and Content Development

- Work collaboratively with the Education Programme Coordinator to co-design, review, and refine educational materials and resources.
- Contribute to the ongoing development of IYS's anti-racist education offer, ensuring content remains youth-led, relevant, and impactful.
- Engage with other IYS programme teams (e.g. Youth Work, Employability, Mental Health) to ensure young people have access to holistic support.

Engagement and Partnership

- Maintain strong relationships with partner schools, youth organisations, and stakeholders.
- Represent IYS and the Education Programme at school events, meetings, and community engagements, promoting understanding of anti-racist education.
- Participate in outreach and awareness-raising activities in partnership with the wider IYS team.

Monitoring and Evaluation

- Collect feedback from participants, schools, and partners to support programme evaluation and reporting.
- Contribute to the monitoring of outcomes and impact to support continuous improvement and funding requirements.

Safeguarding and Wellbeing

- Uphold and implement all safeguarding procedures in line with IYS policies.
- Identify and respond appropriately to any safeguarding or wellbeing concerns, escalating to the relevant team member when required.

This job description is not exhaustive, the post holder may be required to undertake other duties from time to time, commensurate with their role and responsibilities. The job description will be subject to periodic review and may be amended to meet the changing needs of Intercultural Youth Scotland.

Person Specification

To be considered for this role, you must be able to demonstrate the following skills, experience and knowledge

Essential criteria

- A degree-level qualification (SCQF Level 9) or equivalent relevant experience
- Experience delivering youth work, education or community-based programmes working directly with children and young people
- Strong facilitation and communication skills, with the ability to engage and inspire young people

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- A clear understanding of anti-racism, equality and social justice, particularly within education settings
- Experience working with Black and People of Colour (BPoC) young people and/or a strong understanding of the barriers they face
- Ability to build positive, trusting relationships with schools, partners and other stakeholders
- Knowledge of the current Scottish education context
- Experience gathering feedback and contributing to monitoring, evaluation or reporting on programme impact
- Strong organisational skills, with the ability to plan, prioritise and manage events and activities effectively
- Ability to work both independently and collaboratively as part of a team

Desirable criteria

- Experience delivering anti-racist or equity-focused education in schools or community settings
- Experience working in or with schools in a pastoral, support or co-production capacity
- Experience within a charity, youth or third-sector organisation

Working with Children and Young People

Employment is conditional upon successful PVG and safeguarding check.

Diversity and Inclusion

We are committed to creating an inclusive environment where everyone feels valued, respected, and empowered to contribute their unique perspectives and experiences.

We are proud of our diverse and passionate team. We warmly welcome applicants from all backgrounds who share our values and our commitment to making a positive difference in the lives of young people.

Place of Work

Our office is based at Palmerston Place, Edinburgh with excellent transport links, and an 8-minute walk to Haymarket train station.

We operate a hybrid working model, combining remote work with regular in-office collaboration.

As part of this role, you will be required to attend schools and other delivery locations to support programme delivery and stakeholder engagement.

Some travel within Scotland will be required. Travel expenses will be reimbursed in line with our policy.

What we offer

- Intercultural Youth Scotland operates with a 4-day week, which means that we consider a 32-hour work week to be full-time.

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- We offer 29 days paid leave per year (inclusive of public holidays), which equates to 7.25 weeks.
- Access to Employee Assistance provision in place
- TOIL is provided for work undertaken over normal contracted hours.

How to Apply:

If you are interested in being considered for this role, please send your CV and a covering letter outlining your interest and suitability for the role to Sadia Hussain-Savuk, Deputy Director: sadiah@interculturalyouthscotland.org.

Key Dates:

Closing date for applications: **9 February 2026**

Interviews scheduled to take place: **18 and 19 February 2026**