

## **Education Development and Teaching specialist**

**Based in the City of London and remotely**

Full-time salary £38,000kpa to £45,000pa depending on experience

Plus £7.5% company pension contribution

After probation: travel allowance and option to split your working week between working from home and in the London office

Discretionary Bonus

**We are also interested in talking to applicants looking for the option to work term time only or four days week.**

We are looking for an experienced Account Manager/Client Relationship Manager to head up schools and university projects within our Education Development team. The role will suit someone with experience in teaching students or training young people.

Reporting directly to the Assistant Director, Education and Financial Planning, you will be responsible for developing and maintaining relationships with the education establishments who currently work with us, finding new organisations for us to work with and other opportunities to expand our work in this area. You will feel comfortable presenting about the Institute to University students and providing teaching support to school A level students.

You will also be:

- writing papers to the Board and a key participant at its meetings
- leading the implementation of the strategy and new global initiatives

We are looking for someone with energy and enthusiasm, sales experience, and experience of delivering exceptional proactive account management.

In order to have the breadth and depth of experience to undertake this role you will have substantial relevant experience, and be able to demonstrate the following:

- A proven track record of and building and maintaining strong and effective working relationships with key stakeholders
- Evidence of teaching or training young people
- The personal stature to represent the Institute
- The ability to deliver effective presentations
- Some experience or exposure to building programmes and developing skills for graduates entering employment, would be useful

The nature of this role means that you may be required to travel within the UK.

**We offer a competitive remuneration package, which includes:**

- 7½% company pension contribution into a personal pension, in addition to your own contribution of 1½% via salary exchange
- Life insurance and income protection insurance

- A sports club allowance
- 27 days leave per annum (full-time leave), which includes three days at Christmas
- A travel allowance after passing probation and option to split your working week between working from home and in the London office
- After one year's service, private medical insurance cover, and annual travel insurance cover

**Please send your CV, salary expectation and availability to Karen Dalton, Assistant Director, HR at [jobs@cisi.org](mailto:jobs@cisi.org)**

*We value the contribution that employees with different views and experience bring to the Institute and are committed to promoting equality, inclusion and diversity. We hope to receive applications from a wide range of talented people irrespective of their race, religion or belief, gender, age, gender identity, neurodiversity, disability, sexual orientation, ethnic origin, political belief, social class, relationship status or caring responsibilities.*

*Its purpose is "To champion lifelong learning and integrity, raising individual standards of knowledge, skills and behaviour globally to enhance public trust and confidence in financial services."*

For more information on the CISI Education Trust, please see our website at [www.cisi.org](http://www.cisi.org)