

Job Description: EdCity Transformation Lead

Reports to: Director of Projects

Location: White City, West London

Contract: FTC (3 years)

Pattern: Full Time (standard hours 9am – 5.30pm)

Salary: £45,000 to £50,000 (depending on experience)

About the role:

We are looking for a Transformation Lead to join the team at Ark as it embeds EdCity as its permanent home and extends its approach to community organising across its London network of schools. The Transformation Lead will work with local communities to support the use of the EdCity public space as well as to develop campaigns related to families, children and young people in the local area.

The role will initially work across the West London area but could expand to our schools across London. Primary responsibilities will include institutional development; finding and developing new parent leaders; delivering training; developing core teams in our schools and partner organisations; and supporting parent leaders to take action on issues of shared concern.

With your passion, energy, and commitment to social justice, you will support Ark to ensure that EdCity meets the aspirations of its local community and support the school leadership teams to empower parents and staff to break down barriers to children's wellbeing and learning within the local community.

Our Transformation Lead will be a practitioner of the craft of broad-based community organising methodology, focusing on the building of relational power, the development of leaders, the strengthening of our institutions, and leading actions to achieve social change.

In West London, the community organiser will also have a complex range of senior stakeholders to work with internally including: headteachers and senior staff, governors, trustees, our senior team and local politicians. They will also have to build close relationships with other local charities and civil society organisations.

Key Responsibilities:

Working as a Community Organiser, your main responsibilities will include:

- Working with schools to support a cycle of research, action and evaluation
- Building relationships and supporting strategic partnerships with local partner organisations including the local authority, local politicians, local charities
- Working with a complex group of stakeholders including school and third sector leaders, parents, governors, local leaders and the Ark senior team

Build relational power to further the goals of EdCity:

- Building support for EdCity among key community stakeholders
- Identifying and developing leaders and potential leaders with the passion and drive to achieve change

- Building relationships within and beyond Ark to develop a deep understanding of the concerns and barriers to children's wellbeing and learning within the local community
- Building a substantial parent group working together to take action on local issues
- Developing and growing a network of local influencers, including journalists; taking the initiative to establish new relationships as required
- Effectively telling a wide range of stories in order to influence others and achieve Ark's goals

Support parents to campaign for change within the area to improve children's wellbeing and learning

- Take the staff lead on major actions and campaigns at a local level; aiming to achieve multiple large local wins
- Develop and facilitate action planning teams at local level
- Develop strategies for significant local impact; with comprehensive plans and tactics
- Organise and support local actions, ensuring publicity, and facilitating negotiations
- Evaluate the effectiveness of actions; demonstrating ability to incorporate lessons learned into future actions

Contribute to effective teamwork

- Work closely with the project team responding flexibly as requirements and timelines change
- Produce and present written reports as required
- Be committed to ongoing professional development and demonstrate an ability to reflect on own organising craft and improve on self-identified weaknesses
- Demonstrate ability to work effectively with colleagues and participate in a team

Person Specification: EdCity Transformation Lead

Qualifications

- A Bachelor or Master's degree in social work, sociology or social sciences (desirable)

Knowledge & Skills

- Experience of building networks or community organising (essential)
- Experience of working with groups or volunteers (desirable)

Personal Qualities

- Self-motivated, independent and responsible yet also able to work as part of a wider team driving towards an overarching goal
- Excellent communication skills and able to communicate with a wide range of internal and external stakeholders
- A good listener with the ability to understand concerns and respond with appropriate and supportive action
- Demonstrates resilience and maintains motivation when faced with setbacks or shifting priorities
- Adaptable and comfortable when circumstances require a change in approach

Other

- Right to work in the UK
- Commitment to equality of opportunity and the safeguarding and welfare of all students
- Willingness to undertake training
- This post is subject to an enhanced DBS check

Ark is committed to safeguarding and promoting the welfare of children and young people in its academies. In order to meet this responsibility, its academies follow a rigorous selection process to discourage and screen out unsuitable applicants.

Ark requires all employees to undertake an enhanced DBS check. You are required, before appointment, to disclose any unspent conviction, cautions, reprimands or warnings under the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975. Non-disclosure may lead to termination of employment. However, disclosure of a criminal background will not necessarily debar you from employment - this will depend upon the nature of the offence(s) and when they occurred. To read more about Ark's safer recruitment process, please click this [link](#).

We aim to build a diverse and inclusive organisation where everyone – staff and students – can do their best work and achieve their full potential. We want to reflect and represent diverse perspectives across our organisation because we know that doing so will make us stronger and more effective. To know more about Ark's diversity and inclusion commitments, please click on this [link](#).

About EdCity:

Office Space

The 95,000sqft net office building fronting South Africa Road is a ten-storey 'Grade A' building, which will include the new national headquarters of Ark and mission-aligned education and charitable organisations over four further floors of the building.

Featuring a 'Town Hall' reception area including informal meeting space, the building is designed to a BREEAM Excellent rating and has four outdoor terraces together with a 'penthouse' top floor.

Two floors have been fitted out to provide flexible offices and co-working space for smaller and mid-sized education and charitable organizations. This concept is being expanded to include an additional floor over the coming year thanks to funding from Bloomberg.

Floors 5-8 are being actively marketed via leasing agents, to provide the rental income to provide a long-term endowment to support Ark's charitable aims.

Public Realm

When the final phase of EdCity is handed over in Autumn 2025, it will provide a new public square and a pedestrian and cycle boulevard, linking the existing Australia Road and the residential areas in the west, to Dorando Close and the redeveloped White City business district and transport hub in the east. This will dramatically improve transport and accessibility for the community, halving the time it currently takes to walk from the White City Estate to the nearest underground station.

The boulevard will include linear rain gardens and benches. These are privately owned and managed areas of public realm, which are under long-lease to the EdCity Management Company, which is constituted of stakeholders from the estate. The EdCity ManCo is also responsible for the energy centre in the basement of the office building, and for delivering utilities provision for all estate tenants, and for delivering maintenance, cleaning and security within the public realm.

Education & Youth Facilities

The development creates a new education hub designed to bring social, educational and economic benefits to the local community through a new primary school, nursery, an adult learning and skills centre, an H&F employment hub, and new youth zone.

[Ark White City Primary Academy](#), which opened Oct 2023, offers state-of-the-art facilities and a high-quality playground area. It provides multi-purpose cooking, DT, science and art room and a sensory room. The school has been designed with extra wide learning corridors which can be used as flexible breakout spaces from the classrooms.

The [WEST Youth Zone](#), managed by Onside, will offer an array of after-school, weekend and evening activities and opportunities for the local community aged between 8 and 19, including those aged up to 25 with a disability. Facilities and activities will include a climbing wall, 3G pitch, boxing room, a fully equipped gym, music, art, dance, mentoring, a training kitchen, a four-court Sports Hall, a multimedia suite and much more. Young people will pay just £5 annual membership and 50p per visit.

[Harmony Nursery](#) will return to the site in 2025, where it will benefit from bright and spacious, state-of-the-art new facilities and a private outdoor play area, enabling it to increase its capacity from 45 to 75 places, offered at an affordable rate to meet the local need.

A transformed [Adult Skills and Learning Centre](#) will offer a bespoke new offer at EdCity focused on STEM. The curriculum will be developed in partnership with local businesses in the White City Innovation District and Imperial College. The main aim of supporting people back into employment, in collaboration with the new co-located [H&F Employment Hub](#).

Affordable Housing for Local People and New Community Space

The development will provide 132 affordable homes for local people and key workers, including teachers. This will include 55 one bed apartments and 77 two bed apartments. 33 of these apartments will be London Affordable Rent Units and 61 will be Shared Ownership Units.

All the homes will be managed by the London Borough of Hammersmith and Fulham.