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| **Consultancy: TE and PDQ Professional Development** |
| **REPORTING TO: Head of Technical Excellence & Capability** | **LOCATION: remote**  |
| **DURATION: 6 months**  | **CONTRACT TYPE:** Daily rate GBP  |
| **CHILD SAFEGUARDING:** The responsibilities of this post does not require contact with children or data. |
| **ROLE OVERVIEW:** **Background:** Save the Children has an ambitious global strategy. Central to our ability to deliver on our promises to children, is ensuring that we have a strong and stable Programme Development & Quality (PDQ) function in our country offices, in particular our Technical Experts and the PDQ Directors who lead them. Under a newly created Global PDQ Unit, Save the Children is committed to increasing the stability and impact of its Programme Quality and Development Director workforce. A key component for achieving this is the development of a comprehensive professional development strategy for PDQ Directors. This will build on some existing offers (notably a PDQ Director Accelerated Development Programme), and will draw on the success and capacity of the professional development offer for Technical Experts. **Overall Objective**: The consultant will help to deliver an ambitious, innovative and comprehensive approach to learning and professional development for technical experts in Save the Children, in particular regional offices, and uplift our Programme Development & Quality (PDQ) Director function. This will help ensure that our PDQ and Technical Expert (TE) function is equipped to deliver on our ambitious Impact Agenda and Global Strategy. **Specific Objectives**: * Support the analysis of the PDQ Director Role, identifying priority focus areas
* Lead the design of a professional development package for PDQ Directors based on role analysis and learning needs analysis
* Establish a PDQ Director Community of Practice and PDQ Director Learning Cells
* Work with HR to establish a PDQ Director coaching programme
* Map PDQ Director career paths
* CO-facilitate and manage a training for regional technical experts (Influencing for High Performance)

**Key behaviours:**The consultant will have first hand experience as a Technical Expert and/or within a PDQ function, with a sound understanding of Competency Frameworks, and aligning staff capacity with a Global Strategy and Principles. They will also have significant experience in supporting adult learning through talent management, mentoring, and/or facilitation. They will have direct experience of designing and delivering development or humanitarian programmes and understand the link between investing in individual professional capacities and delivering quality programmes for children. * **Must demonstrate credibility – understanding of TE and PDQ role**
* **Collaborative, working with other members of the team and HR**
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| **MAIN DELIVERABLES**1. PDQ Director Professional Development plan
* Plan detailing proposed priority learning objectives, relevance to role and suggested learning approach (in consultation with Learning Solution Specialists, HR etc) for 2024
* Design of PDQ coaching programme (Based on existing HR coaching approaches)
1. PDQ Director Induction
* Finalise an induction for PDQ Directors based on ongoing inputs and package in an accessible format
1. PDQ Learning cells/CoPs
* Design a proposed approach to peer learning, including priority topics, PDQ groupings etc
1. PDQ Career paths
* Interview / questionnaire to determine PDQ prior experience and potential career paths
* Create a visual representation of PDQ career paths, including highlighting key competencies/experience needed for each one
1. CO-facilitate Influencing for High Performance for Regional TEs
* Provide role specific and organisational content
* Support lead facilitator as needed
* Support selection, communications etc,
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| **METHODOLOGY*** Lead and/or participate in consultations with agreed stakeholders – the consultant should independently set up and organise calls with colleagues, the names and emails of whom will be provided
* Create draft documents and communications for review by Head of Technical Excellence and Capability and Global PDQ Director
* Participate in relevant meetings and discussions to inform approaches.
* For facilitation of Regional TE training, follow agreed session plans and decks, guided by the lead consultant.

**Application Information:**Please attach a copy of your CV and cover letter with your application, and include details of your salary expectations. Please forward it to Vanessa.Self@savethechildren.org . Full copy of the role profile can be found at [www.savethechildren.net/careers/apply](http://www.savethechildren.net/careers/apply)We need to keep children safe so our selection process, which includes rigorous background checks, reflects our commitment to the protection of children from abuse.All employees are expected to carry out their duties in accordance with our global anti-harassment policy.**Save the Children does not charge a fee at any stage of the recruitment process.** |
| **Date of issue:**  |