

Director of Education

Salary: up to £90k plus excellent benefits

Location: London

Gray's Inn is one of the four Inns of Court responsible for calling barristers to the Bar of England and Wales and its members are students, barristers and judges. It has a substantial commercial and residential estate and provides library and dining facilities, scholarships, training and other amenities for students and barristers. The Inn also contributes to the development of policy and comments on proposals affecting the profession. The Inn is seeking a Director of Education to cover the following areas:

- **Education and training.** The scheduling, resourcing and operational management of the Inn's education events programme for trainee barristers, and those in the early years of practice, in specific aspects of the profession. The trainers at these events are generally experienced barristers or judges who are members of the Inn providing their services pro bono. The Director of Education works closely with experienced trainers to develop the programme and the Inn's pool of trainers.
- **Outreach and scholarships.** Running a program to ensure that students (both at school and university) are aware of the opportunities afforded by the Bar and Gray's Inn to prospective barristers and the subsequent recruitment of student members to the Inn. Also to lead all operational aspects of the Inn's Scholarships program, which currently allocates £1.3m pa to trainee barristers.
- **Member services.** Member services include management of the regulatory process to enable members who have satisfied the necessary academic and good conduct requirements to be called to the Bar.
- **Careers services.** The provision of careers advice and guidance to students and barristers based in London and the Circuits. The provision of services such as pupillage application advice, mock interviews and the management of a mentoring service provides valuable support to the Inn's student membership and those in the early years of practice.
- **Policy issues.** Consideration of policy issues will be required, often through liaison with third parties such as the Bar Council, The Bar Standards Board, the other Inns and the Council of the Inns of Court.

The Requirements:

- An energetic leader and experienced senior manager with outstanding organizational skills and a positive attitude.
- Possessing the experience and gravitas to represent the Inn in senior policy forums.
- Excellent interpersonal skills and the skill for enabling productive collaboration across varying departments and members of the Inn.
- Willingness to work at weekends and evenings when required as that is when some of the education program is delivered.
- Requires routine in-person attendance.
- Proven capacity to manage all operational aspects of a complex training and education programme.
- Experience of programme management within a regulated environment or profession.
- Experience of student engagement and outreach.
- Capacity to organize and influence teams of people without having direct line management authority.
- Empathy for students who are at a critical stage in their professional training.

Please apply by visiting www.thewlisgraham.com/assignment-briefings and following the instructions in the candidate brief quoting reference Y0602. The closing date is 4pm on 27 July.

For a confidential conversation with Sarah Thewlis or for any other information please email applications@thewlisgraham.com