

IOR EDUCATION OUTREACH PROJECT

This IOR initiative starting in 2025 and running initially for six months aims to understand training needs, address skills shortages issues and provide tools and resources for Institute members in the field of education and training. A dedicated Education Outreach Officer will co-ordinate the work, taking an outward facing role by creating links with employers, education and relevant bodies with clear outcomes to benefit the long-term growth of the sector and the Institute.

1. AIMS:

- To support the IOR in addressing education and skills issues.
- Support the strategic principle of “right people with the right skills”.
- Facilitate knowledge and resource sharing amongst members.
- Help the RACHP sector prepare for future challenges.

2. OUTCOMES:

- Practical and useable resources and initiatives.
- Improved access to skills to support decarbonization and innovation.
- Encourage more entrants to the sector, attract new members (particularly those early in career), retain existing members with CPD and training.
- Support the recognition and growth of the IOR as the professional body for RACHP individuals.

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Create links and outreach with members, employers, trainers and agencies

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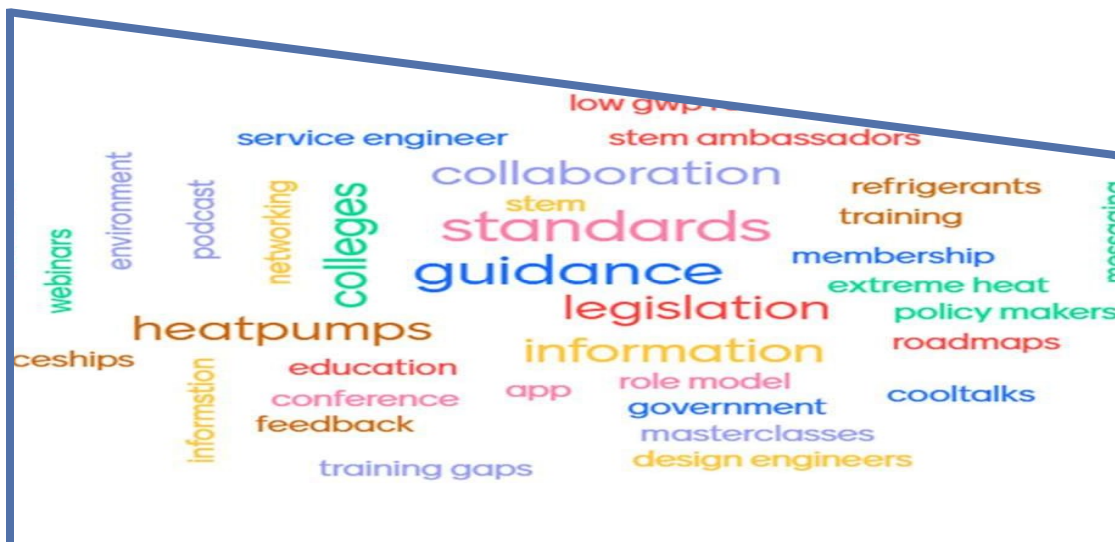


Successful education initiatives used to engage, recruit and retain members

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Membership growth to enhance representation and voice of IOR for the future



3. ACTIVITIES

- Conduct in depth surveys of employers, trainers, trainees.
- Mapping of skills, roles, qualifications.
- Progress a new L2 Apprenticeship development and revise L3.
- Explore new methods to deliver qualifications, CPD, training.
- Develop resources and support for STEM work/targeted membership marketing.

4. OUTCOMES (IMPACT)

1. Identify funding streams for further skills work.
2. Clarify needs of employers & trainers.
3. Publish a RACHP Skills Gap report.
4. Complete a programme of visits to schools, employers, trainers.
5. Feed into IOR's Education & Training Strategy

5. NEW SERVICES FOR MEMBERS (VISIBILITY)

- Programme of schools / college visits (social media/annual report/dinner)
- Preparation for New Apprenticeship
- Resources for STEM ambassadors and Member mentoring
- Present outcomes in an IOR webinar on skills
- Consider feasibility of a Virtual national college to bring together training and CPD in one place
- Set up a Cooling Skills Research Forum to collect evidence of current and future needs, provide information to agencies and members etc

6. HOW THIS WORK WILL BE FUNDED

IOR Presidents' Fund for Education

The costs will initially be funded by the Presidents' Fund for Education (first six months). Part of the role brief is to identify additional funding streams and agencies (e.g., DESNZ, Gatsby, RAEng) to support specific elements of this work or next stage projects.

Value for Money

Ensure that expenditure is directly related to measurable outcomes, such as enhanced mentoring frameworks, increased partnership activities, and successful delivery of education initiatives.

Longer Term Opportunities

Opportunities to extend this work further will be explored and will depend on delivered outcomes and identification of additional funding mechanisms.

For more information contact Miriam@IOR.org.uk

Job Title: Education Outreach Officer

Job Type: Full-time 6-month contract. There may be a possibility to extend at contract end. Consideration may be given to a part-time appointment over a longer time period.

Salary: £15,000 fixed fee. 12.5 days holiday allowance.

Background

The refrigeration, air conditioning and heat pump sector is a growing and fast changing engineering field with opportunities to help businesses to address environmental issues and support low carbon solutions. Like all engineering sectors, businesses are experiencing skills shortages, coupled with a lack of provision of adequate training and increasing demand to provide efficient, safe, cost-effective and environmentally friendly cooling for commercial and industrial applications. This is an exciting new opportunity for someone interested in promoting Science Technology Engineering and Maths (STEM) careers, to work with the Institute of Refrigeration, the UK's professional body and scientific charity for Refrigeration Engineering and Technicians, representing nearly 2000 individual members. The IOR has a small, dedicated staff team of 5 who work mainly remotely with 1/5 days a week in the office.

Job Purpose:

The Education Outreach Officer will be responsible for planning, carrying out and monitoring the impact of the charity's education outreach initiatives and managing research activities related to skills needs in the refrigeration sector now and in the future. The role involves planning and delivering outreach activities that engage businesses, vocational colleges, and other stakeholders while driving research to evaluate and enhance programme impact as well as identifying opportunities for funding of future programmes and related initiatives. The ideal candidate will have a passion for education, strong project management skills, and experience in research and programme evaluation.

Key Responsibilities:

Education Outreach Programme Development & Management

- Design, implement, and evaluate outreach programmes that engage with the business communities, schools, and other relevant stakeholders.
- Work closely with IOR members, educational institutions and local employers to ensure the outreach programmes meet the needs of target populations.
- Develop educational resources, materials, and tools that support the outreach initiatives and align with the charity's mission.
- Coordinate and manage outreach activities, including workshops, events, presentations, and other engagement initiatives.
- Build partnerships with local schools, colleges, authorities and other institutions to extend the reach and impact of IOR programmes.

Research Management & Evaluation

- Lead the design, development, and implementation of research projects related to the education outreach programmes and potential funding mechanisms for improving skills related to environmental impact of cooling.
- Conduct qualitative and quantitative research to assess industry and training provision needs, gaps, effectiveness and outcomes.
- Collaborate with academic partners, researchers, and other stakeholders to gather insights and data that inform programme improvements.
- Analyse data and produce high-quality reports that highlight findings, successes, challenges, and recommendations.
- Use research findings to refine outreach strategies, adapt programme content, and provide evidence of impact to funders and stakeholders.

Stakeholder Engagement and Relationship Management

- Build and maintain strong relationships with external partners, including members, employers, educational institutions, NGOs, and government agencies.
- Represent the charity at relevant conferences, events, and forums to share insights, research findings, and promote the charity's education outreach initiatives.

Programme Evaluation & Impact Reporting

- Develop and implement systems for monitoring and evaluating the impact of education outreach programmes.
- Collect, analyse, and interpret data from outreach activities to evaluate success and areas for improvement.
- Prepare reports and presentations on programme performance for internal teams, funders, and other stakeholders.
- Use evidence-based findings to make recommendations for programme adaptations and improvements.

Budget & Resource Management

- Manage their time and resources to ensure efficient implementation across outreach and research activities.
- Identify new funding opportunities, including research grants and donations, to support outreach and research efforts.

Person Specification:**Essential Skills & Qualifications:**

- Likely to hold a Degree in Education, Social Sciences, Research, or a related field (or equivalent experience).
- Proven experience in managing education programmes, FE college and school engagement, and / or research projects.
- Strong knowledge of research methods, including qualitative and quantitative approaches, and experience in data collection and analysis.
- Excellent communication skills, both written and verbal, with the ability to build contacts, network and influence a variety of stakeholders from apprentice students to business leaders and present research findings to diverse audiences.
- Strong project management skills with the ability to lead multiple initiatives simultaneously.
- Ability to build and maintain relationships with external stakeholders and partners.

Desirable Skills & Qualifications:

- Experience in securing research funding or writing research grant proposals.
- Experience in programme evaluation and impact measurement, with a focus on educational outcomes.

Working Conditions:

- Regular travel required to attend outreach activities, conduct research, or represent the charity at events.
- Flexible working hours may be necessary, depending on programme schedules and research timelines.
- Reporting to the IOR Chief Executive Miriam Rodway.

Applications Process:

If you are interested in this position please send a one page statement outlining what you would bring to this role and a CV to Miriam Rodway, CEO, miriam@ior.org.uk.

Date for interviews to be set at a mutually convenient time.

Starting date as soon as possible