



# FUTURE ANYTHING

## POSITION DESCRIPTION

<b>TITLE</b>	Program Manager
<b>LOCATION:</b>	SEQ (Brisbane preferred) Role is anticipated to be c. 60% in schools or at our Brisbane office and 40% home based. There will be regular interstate travel.
<b>HOURS:</b>	1.0 FTE
<b>SALARY:</b>	c. \$104,000 p/a plus Super
<b>STATUS:</b>	12 months fixed term (with strong likelihood of extension)
<b>START DATE:</b>	Term 1 2025 (option for earlier start depending on candidate availability)
<b>REPORTS TO:</b>	Founder/CEO

### ABOUT FUTURE ANYTHING

Future Anything unleashes **passion, potential** and **agency** in every classroom.

We support schools with a portfolio of curriculum-aligned programs for educators and students that build the 21st Century Skills that young people need to thrive in our ever-evolving world.

Our programs include:

- > **In-curriculum Entrepreneurship:** Activate is our flagship program that builds enterprising mindsets in every classroom, empowering young people to ideate, prototype and pitch innovative, scalable and sustainable solutions to the problems they care about. In 2024, there were 7400+ students & 300+ teachers in 75+ Activate schools in Australia and NZ.
- > **Teacher Professional Learning:** We design and deliver engaging educator PD; unpacking the 'what' and, more importantly, the 'how' innovative and future-focused teaching and learning. In 2024, our PD will reach over 2000 teachers.
- > **Student Workshops:** Over one, two or five days, our workshops are fast paced days of listening, learning, and doing that ignite students' enterprising mindsets. In 2024, we're delivering workshops to over 7500 young people in primary and high schools.
- > **Strategic Partnerships:** We partner with innovation bodies, education organisations, governments and others to spark innovative projects that drive entrepreneurial change in schools, communities and regions.





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## ABOUT THE ROLE

As one of our team of Program Managers, you play a vital role in delivering and enhancing Future Anything's award-winning suite of educational programs, ensuring their alignment with our mission. Reporting to the CEO, your responsibilities encompass a diverse mix of learning design, program management, school support, designing and delivering student workshops, supporting the delivery of teacher professional development workshops plus a range of tasks including administration, stakeholder engagement, innovation, and team collaboration. It's a dynamic role, enabling you to work across lots of schools and systems to make a positive impact in education at a national level.

- > **Workshop Facilitation & Planning (40%)** – Using your teaching experience, your knowledge of the latest in design thinking and Project-Based Learning and your outstanding communication skills, you'll facilitate our suite of engaging student workshops in primary and high schools. You'll deliver all 'on the day' logistics (including set up/breakdown) to ensure everything runs smoothly, exceeds expectations and meets KPIs. You'll ensure best practice processes to maintain a strong brand presence and ensure a consistently high-quality experience for educators and their students.
- > **Program & Relationship Management (30%)**: You'll be the warm, generous, and credible point of contact for current and potential Future Anything schools, primarily for student workshops and Activate (our award-winning, in-curriculum program). Using your experience as an educator and your strong organisational skills, you'll build mutually beneficial relationships that ensure the smooth delivery of programs and drive the retention & future acquisition of Future Anything schools. You'll maintain accurate records of program-related data and provide timely reporting.
- > **Learning Design (20%)**: You will apply your knowledge of the Australian Curriculum, as well as Project-Based Learning, design thinking and entrepreneurial pedagogy to contribute to projects and develop/differentiate curriculum so that it is real world, relevant and engaging.
- > **Organisational Contribution (10%)**: You'll work alongside the CEO/Founder and colleagues to contribute to broader Future Anything activities that support the smooth running and ongoing growth of the business, and that align with your own professional interests/aspirations.





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## ABOUT YOU

With a minimum of 3 years teaching experience, you're a passionate educator, a confident facilitator, and a skilled learning designer.

You have a proven track record of designing and delivering engaging learning experiences and can demonstrate how you have differentiated to meet the needs of young people in diverse school contexts.

You're agile and adaptive and love having a rich and diverse portfolio of work and use systematic tools and approaches to stay across (and ahead) of tasks. You are energised by the thought of each workday being different and thrive in a fast-paced environment where you can take the initiative.

You love education and you're looking for a meaningful and impactful way to make a difference for young people throughout Australia, and beyond.

## KEY SELECTION CRITERIA

*Essential:*

### **1. YOU HAVE A STRONG UNDERSTANDING OF AUSTRALIAN CURRICULUM & PEDAGOGY**

You can design, develop and backward-map fully resourced curriculum-aligned units from scratch, and differentiate in creative ways to make learning accessible and engaging. You have a strong understanding of contemporary learning approaches, including Project-Based Learning, design thinking and entrepreneurial pedagogy.

### **2. YOU'RE A CONFIDENT AND ENGAGING FACILITATOR**

You can hold a room and get the most from large and diverse groups of young people. You can think on your feet, and enthusiastically work to ensure every student leaves a learning experience feeling seen, heard, empowered and ready to bend the future; one youth-led idea at a time.

### **3. YOU HAVE OUTSTANDING INTERPERSONAL SKILLS.**

You're warm and generous and can demonstrate how you have engaged with teachers and young people to create positive impact. You know educators and you know schools. You're a great listener and use what you learn to build mutually beneficial relationships with a diverse range of stakeholders (including educators, students, and the broader school community).





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### 4. YOU'RE A DOER.

You're flexible, energetic and well-organised and can demonstrate both a positive team-focused attitude and the ability to work effectively with minimum supervision. You anticipate problems and come up with actionable solutions. You're agile and adaptive and use feedback as fuel to get better. You're comfortable using (or learning to use) tools (such as Trello, Slack, Google Suite & similar) to manage your workload efficiently and to juggle sometimes competing priorities, maximising positive outcomes for stakeholders and the organisation.

### 5. YOU HAVE A VISION FOR THE FUTURE OF EDUCATION

You're a lifelong learner, actively engaged in exploring the latest local and global trends affecting education. You can articulate your vision for the future of education, painting a vivid picture of the experience every young person deserves, regardless of postcode.

#### *Desirable:*

- > Working knowledge of Future Anything's programs

#### *Additional requirements:*

- > Current & full registration as a teacher in Australia, with a minimum of 3 years professional experience.
- > Everyday access to a private vehicle for work use and Australian Driver License (travel/accommodation expenses will be reimbursed when traveling for work)<sup>1</sup>
- > A valid working visa to work in Australia for the next two years (if applicable)
- > Valid Working with Children Check & National Police Check
- > The role is anticipated to be based c. 40% from home and 60% in schools/at our Brisbane office. IMPORTANT: Regular interstate travel will be required as Future Anything schools are located around Australia.

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<sup>1</sup> Independent transport is essential as this role involves regular travel to schools in different areas (including where public transport is inaccessible). However, if you are unable to drive for accessibility reasons but have a viable alternate mode of transport, we encourage you to reach out to us.





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## WHY WORK WITH FUTURE ANYTHING?

- > **We're educators first.** Future Anything is founded, delivered and led by experienced educators. As such, we know schools and we know curriculum.
- > **We're here for schools.** Our programs are not plug and play, 'one size fits all'. We know every school is different and work closely with school leadership teams to ensure our programs reflect the unique needs of staff, students and broader school community.
- > **We're here for our team.** Working for Future Anything means:
  - You'll accrue six weeks of annual leave a year- with three of these weeks taken at Christmas when the office closes.
  - We value lifelong learning and offer an annual learning budget of \$1000.
  - Say goodbye to those old friends, marking, reporting and bell times.
  - We understand that life happens outside of work. That's why we don't expect a typical 9 AM - 5 PM schedule to work for everyone—we offer flexibility for you to do your best work in a way that works for you.

Future Anything is an equal opportunity employer. We are strongly committed to achieving a diverse workforce and welcome applicants from a diverse range of backgrounds

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*Future Anything acknowledges the Aboriginal and Torres Strait Islander peoples as the traditional custodians of the lands where we live, learn and work, and we celebrate their long and continuing connection with land, waters and culture.*

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