THE MONEY CHARITY

Job Title – Financial Education Programme Manager & Workshop Facilitator

Reports to – Director of Financial Education

Contract Type – Fixed-term (2 years)

Working Hours – We welcome applications from candidates looking to work 28 hours per week (0.75 FTE) or term-time only. Working arrangements will be agreed with the successful candidate.

Location – Home-based, with regular travel by car to schools across London, Bristol and the M4 corridor, together with occasional travel to The Money Charity's London office for team meetings and training.

Salary – £40,000 FTE per annum (pro rata for 28 hours per week or term-time only)

About Us

For over 30 years, The Money Charity has been the UK's Financial Capability charity. We proactively provide education, information, advice and guidance to people of all ages, helping them to manage their money well and increase their Financial Wellbeing.

We believe that being on top of your money as a part of everyday life reduces stress and hardship, helps you achieve your goals and live a happier life as a result, so we empower people from all backgrounds across the UK to build the skills, knowledge, attitudes and behaviours to make the most of their money throughout their lives.

We also work to promote Financial Wellbeing in the UK by working with the financial services industry to improve practices and outcomes for their consumers, and by influencing policy-makers, media, industry and public attitudes.

We are a small, passionate team with a big reach and an open mind, committed to quality, accessibility and inclusiveness. We offer a flexible work environment that values creativity, personal growth and collaboration.

About the Role

We're looking for an enthusiastic and experienced **Financial Education Programme Manager & Workshop Facilitator** to join our Children and Young People team and play a leading role in delivering one of our exciting new financial education partnerships.

This is an exciting opportunity to join The Money Charity at a time of growth and help shape a brand-new programme that will reach thousands of primary-aged children across the UK. Working in partnership with one of the UK's leading financial services organisations, you'll have the opportunity to influence how the programme develops, helping to create an engaging and impactful experience for both schools and corporate volunteers.

This is a hands-on role for someone who loves working with children. At the heart of the role is delivering engaging, inspiring and interactive financial education workshops to primary-aged pupils. You'll spend a significant proportion of your time visiting schools across London, Bristol and the M4 corridor, bringing money topics to life through energetic, memorable sessions that help children build the confidence, knowledge and skills to make informed financial decisions.

Alongside workshop delivery, you'll manage this exciting new volunteer programme delivered in partnership with a major financial services organisation. Working closely with our corporate partner and volunteer network, you'll ensure volunteers are recruited, trained, supported and deployed effectively to maximise both educational impact and volunteer experience. These volunteers will assist you with the delivery of your workshops.

You'll also play a key role in growing the reach of the programme by promoting the workshops to schools and community organisations, building relationships and managing the booking process from initial enquiry through to delivery.

This role has been designed to offer flexibility and would particularly suit an experienced teacher or facilitator looking for either a 28-hour working week or a term-time-only position.

Key Responsibilities

The role will include responsibility for:

- Delivering engaging, interactive and high-quality financial education workshops to children aged 9–11 in primary schools across London, Bristol and the M4 corridor.
- Using your teaching or facilitation skills to create memorable learning experiences that inspire children to develop positive money habits and improve their financial confidence.
- Adapting workshop delivery to meet the needs of different schools, classes and learning styles, ensuring every child can participate and benefit.
- Preparing for workshop delivery, including managing resources, travel and logistics to ensure sessions run smoothly.
- Managing the successful delivery of a new volunteer programme in partnership with a leading financial services organisation.
- Acting as the primary day-to-day contact for volunteers, ensuring they are effectively recruited, onboarded, trained, supported and recognised throughout their volunteering journey.
- Working collaboratively with colleagues within our corporate partner to coordinate volunteer opportunities and ensure the partnership achieves its objectives.
- Marketing our financial education workshops to schools, community groups and other youth organisations, identifying opportunities to increase participation and expand our reach.
- Managing the end-to-end booking process, including responding to enquiries, scheduling workshops, confirming logistics and ensuring a smooth customer journey from initial contact through to follow-up.
- Building and maintaining excellent relationships with schools, teachers, community organisations and other education partners, ensuring a consistently high-quality customer experience.
- Monitoring programme delivery, collecting feedback and contributing to impact reporting and continuous improvement.
- Supporting the ongoing development of workshop content, resources and delivery methods to ensure they remain engaging, relevant and evidence-based.
- Working closely with colleagues across the charity to ensure programmes are delivered efficiently and consistently.
- Acting as an ambassador for The Money Charity, representing the organisation professionally with schools, volunteers and corporate partners.
- Following safeguarding, health and safety and quality assurance procedures and contributing to a culture of continuous improvement.

Person Specification

Essential

- An experienced primary teacher or facilitator with a proven ability to deliver engaging, interactive learning sessions to Key Stage 2 pupils.
- Significant experience working with primary-aged children, with the confidence to manage behaviour positively and adapt delivery to meet different learning needs.
- Excellent presentation and communication skills, with the ability to inspire and engage pupils aged 9–11.
- Experience managing projects, programmes or partnerships.
- Excellent organisational skills, with the ability to manage multiple priorities, coordinate logistics and meet deadlines.
- Experience building and maintaining positive relationships with schools, teachers, community organisations or other external stakeholders.
- Strong customer service skills and experience managing bookings, enquiries or programme coordination.
- A genuine interest in personal finance and a passion for improving the financial wellbeing of children and young people.
- A proactive, self-motivated approach with the ability to work independently while contributing positively as part of a small team.
- A full, valid UK driving licence and access to a car, as regular travel to schools across London, Bristol and the M4 corridor is an essential part of the role.
- Willingness to travel regularly and occasionally stay overnight where required.
- Commitment to The Money Charity's purpose, values and positive, non-judgemental approach.

Desirable

- Qualified Teacher Status (QTS) or another recognised teaching, education or youth work qualification.
- Experience teaching financial education, financial capability, PSHE or other life skills education to primary-aged children.
- Experience managing volunteer programmes.
- Experience working with corporate partners or employer-supported volunteering programmes.
- Experience marketing educational programmes and developing relationships with schools.
- Knowledge of financial education, financial wellbeing or consumer money topics.
- Experience working within the charity sector.
- Understanding of safeguarding principles and best practice.

Benefits

- 36 days holiday (including bank holidays and three additional days between Christmas and New Year). Pro rata for part-time or term-time.
- Additional flexible annual leave purchase options available.
- Progressive culture with a comprehensive flexible working policy, where flexible working hours and 'work from anywhere' are fully supported and encouraged.
- Living Wage Employer.
- Living Pension Employer with a generous 10% employer pension contribution after the probationary period.
- Access to a Health Cash Plan (including access to counsellors and GPs) after the probationary period.
- Enhanced maternity, paternity and adoption pay.
- Small discretionary annual bonus.
- The opportunity to play a key role in an ambitious national financial education programme that makes a tangible difference to the lives of children and young people.
- A supportive, collaborative and flexible working culture.
- Professional development and training opportunities.

Application Details

Closing Date – Midday, Friday 14 August 2026

Interviews – First-round interviews will be held **virtually** on **25 and 26 August 2026**.

Start Date – We are looking for the successful candidate to **start as soon as possible** following the recruitment process.

To apply for the role, please submit a CV and covering letter (maximum two A4 pages) explaining how you meet the essential and desirable criteria and why you would like to join The Money Charity. Please include your home address in your application, and confirm that you have access to a car. Applications should be submitted by email to **jobs@themoneycharity.org.uk**.

Due to the high number of applications we expect to receive, we regret that we will only be able to contact candidates who are shortlisted for interview.

Please note that applications submitted without a covering letter will not be considered, and we are not accepting applications from recruitment agencies for this role.