Brilliant Club

The Brilliant Club, a young social enterprise and charity, will provide a fast-paced, variable and stimulating work environment for interns interested in developing skills for careers in secondary and tertiary education, and for professions outside of these sectors. Interns will be part of a small team based in an office environment, where team-work and flexibility is essential, but will also be given the opportunity to visit and liaise with complex and challenging schools serving communities with a low participation rate in Higher Education. In addition, they will learn about the way in which Universities operate from a non-research perspective, engaging in issues surrounding widening participation (including, but not limited to, OFFA agreements, target areas and existing access schemes).

Interns interested in careers in all levels of education, the charitable sector, public affairs and social enterprise will find an internship at the Brilliant Club fulfilling, worthwhile and developmental. The nature of the organisation means that interns can expect to pick up responsibilities and experience quickly. Therefore, ideal interns will be interested in the education sector, keen to learn about how social enterprises operate (both from a public affairs and commercial perspective) and have good interpersonal skills. An attention to detail, interest in research communication and a track record of self-starting would be extremely helpful.

The ideal start time would be from September for a 5 – 6 month period. The interns would be based in the National Office in London, however it is likely that they would be managed by the East of England and North East England Regional Directors, with the projects supporting the growth of the charity in these areas.

These are some of the areas that might be of particular interest to interns, but at this stage these should be seen as components that might make up an internship, rather than a complete job description:

Stakeholder Management

In both secondary and tertiary education, issues surrounding widening participation and access are near the top of the political agenda. In general, The Brilliant Club will provide an opportunity for an intern interested in gaining experience of this vibrant sector, monitoring political developments and learning about – and meeting with – other organisations working on related projects (such as the Sutton Trust, Teach First and Challenge Partners, for example). There will be opportunities to meet a range of stakeholders, varying from Head and Lead Teachers to representatives from partner Universities. The skills developed here will be transferable to any career in which a number of stakeholders with different, sometimes competing, agendas have to be managed.

Teaching

The Brilliant Club is able to offer interns the opportunity to design and deliver a series of University-style modules to high-performing pupils in schools serving communities with a low participation rate in Higher Education. This would have the twin advantages of introducing those interested in teaching at primary or secondary level to different schools (the Brilliant Club would be in a position to offer interns a variety of placements) and allow those interested in continuing their career in academia a chance to explore the UK’s secondary education system, from which their undergraduates will be drawn. This opportunity has already been taken up by a number of Teach First ‘offerees’ who recognise the value of gaining experience before their full-time placement commences. The Brilliant Club would commit to helping the intern prepare for their placement either through their existing Professional Development
Training Programme or through one-on-one sessions with a qualified teacher. This training has been designed in conjunction with both partner schools and Universities.

**Research Dissemination and Course Design**

The Brilliant Club will offer successful interns the opportunity to design a new course – or courses – based around their own research (recent courses designed include ‘An Introduction to Magnetism’, ‘The Victorians and the Ghost Story’ and ‘The War on Bacteria’). This is a valuable opportunity to think about how high-level research can be disseminated to a non-expert audience, something that Research Councils and University departments increasingly value. There will be training and support to help interns produce lesson plans, tutorial resources and course rationales. In addition, the Brilliant Club would be able to provide interns with an opportunity to design or update their ‘standardised’ programmes according to their subject discipline and to develop teaching and learning materials and resources. This would give interns a more authentic experience of designing resources to be used by more than one teacher while familiarising themselves with the various criteria associated with Key Stage 3 and Key Stage 4 teaching.

**IT and Social Media**

As a fast-growing organisation with ever-developing needs, interns wanting to develop skills in both IT and social media would be given several opportunities. On one hand this may involve designing and updating VLE (Virtual Learning Environment) provision (used extensively in both Universities and schools), supporting and designing internal systems (such as Salesforce – the software used by many large organisations) and thinking about the Brilliant Club’s future IT provision. In addition it may be possible for successful interns to edit and update the existing website and contribute to the Brilliant Club’s broader social media and PR strategy. There may be opportunities to compose and commission blog articles, monitor and maintain Twitter and Facebook feeds, and think about ways of engaging their stakeholders in innovative technologies (Apps, etc.).

**Data Collection, Reporting and Evaluation**

The Brilliant Club is committed to providing its stakeholders with impact reports and evaluations. In order to do this effectively it needs to manage data throughout the academic year. Interns might gain experience of data collection, entry, management and evaluation – learning to utilise and manipulate programs such as Excel and Salesforce in order to produce useful and meaningful data in reports that reflect good practice in the education and management sectors.

**Programme Delivery, Event Planning and Office Management**

The Brilliant Club runs over 50 events a year in Universities, corporate headquarters and conference centres. An intern might expect to be heavily involved in the preparation and delivery of these events – anything from designing the programme, to liaising with university departments about the agenda that they want emphasised on the day. Furthermore interns would be supporting the programme team to deliver the Brilliant Club programmes in schools and will have the opportunity to gain experience in managing a small cluster of schools. This would involve building relationships with teachers and PhD tutors and managing the logistics of the programmes.

In addition, interns can expect to gain experience of working in an office environment and all that this entails – including stock management, purchasing, document design and branding. Interns would be expected to take part in a normal calendar of internal meetings, trips and events and become familiar with how small organisations structure and manage themselves.