

## **Educate! People Operations Consultant (PT, Remote, US-based)**

[Educate!](#), a non-profit social enterprise with 160+ staff distributed across seven countries, is searching for an **experienced US-based HR professional** to support us with HR administration and services as our People Operations Consultant. We're looking for someone **flexible** who enjoys supporting a small, high-performing team and can bring **strong organizational skills, rock-solid judgment, and a compliance-conscious but people-centered approach to HR administration**.

This could be a perfect fit for an HR professional who has been out of the workforce and is ready to dip a toe back in without returning full-time, is looking to take a break from full-time work, or has a consulting practice and is looking for consistent, relatively straightforward work to balance out more project-based engagements.

Our US entity currently provides HR services to approximately 10 US-based staff, 10 expatriates or third-country nationals based abroad, and 10 internationally-based consultants. The People Operations Consultant will ensure that this team has a seamless experience with contracts, payroll, and benefits and that the US entity has a clean HR audit, while also taking on discrete projects related to HR policies and procedures. **Additional people & talent projects may be available based on the interest and skillset of the consultant.**

**Terms:** The ideal candidate would be available between 10 and 25 hours per week (with some flexibility on hours -- we will be super-flexible in return as well) and be able to commit to a minimum of 12 months of consulting. Rate is negotiable depending on the candidate's experience, availability, and expectation. The hourly rate is dependent on experience as well as market information. However, our current expectation is somewhere in the range of \$30-\$50 per hour. We may be able to negotiate outside of this rate for a consultant with especially relevant or high-level experience. Other fee structures may also be available depending on the scope of work.

**Qualifications:** Five or more years of experience in HR or operations, at least some of which should be in a small organization or startup, is a must. International experience is a plus but not required.

### **About Educate!**

What if there was a way to measurably change the trajectory of the lives of youth across Africa? Since its launch in 2009, Educate! has worked to do just this, delivering outsized impacts at scale and at disproportionately low cost, through a product-led approach to youth development. As a disruptive, not-for-profit, social enterprise, our team leverages an obsession with evidence and entrepreneurial drive to tackle one of our planet's greatest challenges - unlocking the potential of its youngest continent.

Educate!'s core model combines training in key skills with access to practical experience starting a business and mentorship, a formula that has been [validated by several independent evaluations](#). This model is distributed through products targeting two lead channels. First,

Educate! works with governments to help reform education systems at scale through policy change, teacher behavior change and tech-enabled products targeting systems-level sustainability, while also working directly with select schools. Second, Educate! builds employment-focused bootcamps and business support services targeting out-of-school youth left out of the education system. To date, more than 200,000 youth have been meaningfully impacted by this model across Uganda, Rwanda and Kenya and along the way Educate! has become the largest youth skills provider in East Africa.

Educate! is a [team of over 160 largely African staff](#) and 300 volunteer youth mentors. We have been backed by top foundations and product leaders such as Imaginable Futures, Big Bang Philanthropy, Echoing Green, the 1st Google Employee's foundation, the head of Google Search and Rippleworks Foundation. Educate! won a [2018 Klaus J. Jacobs Prize](#) and a [2015 WISE Award](#), and has been highlighted by [Bill Gates](#), in the World Bank's [S4YE's Impact Portfolio](#), an [Al Jazeera documentary](#), [BBC](#), and [The Brookings Institution](#) as one of 14 case studies in their global scaling education learning initiative. Educate! was also selected by the [UN's Generation Unlimited](#) as 1 of 20 innovative youth solutions and by the [Bill and Melinda Gates Foundation as a Goalkeepers Accelerator](#).

Educate!'s long-term vision is to design solutions that measurably impact millions of youth across Africa each year.

**Interested applicants should submit a resume and CV to Lindsey Dubree at [lindsey.dubree@experienceeducate.org](mailto:lindsey.dubree@experienceeducate.org)**