

2021

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 OCEANOVA

# RECRUITMENT PACK

# CONTENTS

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- 01** Foreword from our Chief Executive Officer
- 02** About Us
- 03** Oceanova by Numbers
- 04** Organisational Structure
- 05** Our People
- 06** Our Values
- 07** Our Customers
- 08** The Opportunity
- 10** Next Steps

## FOREWORD FROM OUR CHIEF EXECUTIVE OFFICER DAVID COBB

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Thank you for your interest in Oceanova. I hope the information in this recruitment pack helps you make the right decision for the next phase of your career.

We're a thriving organisation that has grown exponentially, from our roots as a 3-person start-up to our current position as the leading provider of apprenticeships and talent management services to schools.

We are very much a people business. Whilst our technologies are innovative and efficient, we place a higher value on human interactions with our colleagues, customers and clients, building relationships and partnerships that share our values of innovation, collaboration and excellence.

We are always looking for energetic and talented people to join our mission. If you're fired up by the opportunity of delivering genuine and meaningful impact to the life chances of millions of children, then you could discover an incredible career with us.

Here are the pillars of our organisational culture:

|                                     |   |
|-------------------------------------|---|
| <b>Success Redefined</b>            | Our people work with a common purpose towards delivering a social mission, understanding that corporate success is achieved through co-operative working and is defined by measures other than financial performance.   |
| <b>Resilient and Agile</b>          | We think fast, act fast and fail fast as a tactic to achieve continuous improvement. Our increasingly diversified portfolio of businesses makes us robust and builds new capabilities and capacities to serve our customers.                                    |
| <b>Positive Social Impact</b>       | We promote social responsibility in our people through our mission, strategic intent and principles of social justice and equality of opportunity.  |
| <b>Diverse and Adaptive</b>         | We are deliberately diverse in background, culture, thought and experience, believing that diversity is a strength that enables greater adaptivity towards achieving our common goals.  |
| <b>Committed to Wellbeing</b>       | We are responsible in creating the conditions for psychological safety, physical wellness and financial security. We promote job satisfaction through a pursuit of greater autonomy, mastery and purpose in all our people.                                     |
| <b>Inclusive and Growth Focused</b> | We know that talent comes in all shapes and sizes but we are united by a culture of respect and a relentless pursuit of excellence and delivering more and better for our customers and our members.  |
| <b>Growing and Contributing</b>     | We are deliberately developmental, supporting colleagues to seek challenge in their work for their personal professional development. We value contribution over internal competition, celebrating every success that brings us closer to our collective goals. |
| <b>Empowered and Connected</b>      | Our people are empowered to think, grow and contribute in different ways to bring their true selves to work. We all feel continuously connected to the mission, outcomes and people of the different parts of the organisation.                                 |
| <b>Healthy and Engaged</b>          | We do our best to show up every day with a positive mentality. We exhibit and promote healthy behaviours towards our colleagues, ourselves and our customers.   |

We love to meet talented, curious, interesting people with a strong desire to contribute and succeed.

Please do consider our roles for your next career move, we'd love to hear from you.

David Cobb

## ABOUT US

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We help organisations reach and realise the full potential of their talent. We are thought-leaders, disrupters, pirates. Each of our brands takes a leading approach to its element of talent and development.



A successful recruitment business that was established in 2010 and focuses on permanent recruitment and long-term placement of temporary staff in schools.



An online platform of professional development tools and resources used by over 2,000 schools around the world and 15,000 education professionals.



The largest provider of apprenticeship training to schools in the UK, delivering leadership and management programmes at Levels 3, 5 and 7. Over 1000 new learners joined our programmes last year.



The engine room that sits behind the NCE and NCLM. It's a registered apprenticeship training provider and draws down funding for apprenticeships in line with learning delivery.



Our teacher training programme that utilises the apprenticeship levy to fund the training and delivers a PGTA, PGCE with Level 7 credits and a Postgraduate Teacher Apprenticeship.



The future of business schools, we develop programmes for businesses, charities and the public sector that are contextualized and deliver excellence across the board.



Established April

**2010**



Launched **300**  
careers in teaching



Secured a  
new role for



**15,000**  
Teachers

Worked with **20%** of UK schools

Products used on



continents

Introduced

**10,000**

Graduates to the  
teaching  
profession



Developed



Leaders in-person and online

## A Team of Teams

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Oceanova is a modern organisational design that has adapted to meet the needs of professionals in the new economy. We have transformed the traditional model of a slow-moving bureaucratic hierarchy into an agile and adaptable network of teams, connected and united by a “shared consciousness”, trust, and decentralised decision-making.

**FINANCE  
TEAM**

**6 members**

**MARKETING  
TEAM**

**4 members**

**HR  
TEAM**

**3 members**

**PARTNERSHIPS  
TEAM**

**12 members**

**ACADEMIC  
TEAM**

**5 members**

**NCE DELIVERY  
TEAM**

**38 members**

**EDUSTAFF  
TEAM**

**14 members**

**GTP  
TEAM**

**6 members**

**CAPTIVA  
TEAM**

**11 members**

**OCEANOVA  
EXECUTIVE TEAM**

**6 members**



Oceanova is constantly evolving so there is always scope for innovation and ambition to be excellent at whatever we do. It's exciting to be part of a thriving team but it's equally as important that we have a laugh and enjoy what we do.

ALFIE WRIGHT, MARKETING EXECUTIVE



Since starting Oceanova in April 2017 I have been supported immensely in my career development and been given many opportunities that have allowed me to grow as a person and employee. The business has flourished greatly since I have joined and I feel proud to be part of a collaborative company where you are truly valued.

MOLLY HYNES, EXECUTIVE SUPPORT ASSISTANT



I joined Oceanova in September 2020, at the height of the pandemic. The support from my team and my manager has been excellent. The onboarding process was particularly impressive. Since joining, the company have enrolled me on a leadership programme, and I am excited to grow my career here.

SYDNEY PRICE, PARTNERSHIPS MANAGER

## **INNOVATION**

Innovation isn't just what we do, it's who we are. Using design thinking methodology we seek to create service transformation designs that deliver real benefits to organisation and society.

## **COLLABORATION**

We collaborate with clients by designing actionable talent strategies, services and products that develop people and their organisations.

We are proud partners of organisations that share our beliefs, values, principles and ambitions for creating a better world.

## **EXCELLENCE**

Action without thought is impulsiveness, thought without action is procrastination.

Guided by leading thinkers and research, we have a hard-earned reputation for getting the job done. We have a proud track record of operational excellence and delivery at scale. Our principles guide us but our performance defines us.



## OUR CUSTOMERS

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I thoroughly recommend anyone who is looking to undertake further professional studies to learn and grow with the NCE - you will learn a lot about yourself and the impact you are having on the lives of others.

IRFAN H LATIF, PRINCIPAL  
DLD COLLEGE LONDON



EduStaff has helped me a lot in figuring out who I am and what I want to do with my life. It has a huge role to play and they gave me the opportunity that I needed to be able to see what fits best for me.

TAMANNA STEFFAN, TRAINEE TEACHER  
BISHOP STOPFORD'S SCHOOL



Another impressive achievement with the relaunch - LM is quite simply the greatest value for money for leadership CPD.

MR A BRENNAN, DEPUTY HEADTEACHER  
TRINITY CATHOLIC SCHOOL



## THE OPPORTUNITY

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### Business Systems, Security and Data Manager

- Stratford, London (WFH currently)
- Permanent, full-time
- £50,000 - £70,000

The Oceanova Group of companies has been very successful now for 11 years, and over that period, the IT infrastructure and business systems that were implemented to support the operations have developed in a progressive manner but without an overall IT Strategy. As a result, we now have a collection of individual business systems in place that deliver specific functionality to specific parts of the business.

While business operations are reasonably efficient for the most part, the data assets of the organisation are fragmented and exist in silos, so we are not maximising the value of those assets. Data security is also a key deliverable for Oceanova as we exist in a highly regulated market.

To support the next stage in the development of the business, we are now seeking an outstanding individual to join us and lead the process of developing and implementing an overall IT Strategy that will support the ambitious plans that are already in place for Oceanova. This individual will have exceptional skills and experience in IT Strategy, will be able to see the big picture, and deliver results to cost and timescale targets.

#### Job Description

You will be responsible for ensuring appropriate measures are in place to ensure our data and systems are secure, as well as leading our work on business intelligence and data analytics.

Due to the highly regulated nature of our work, a key element of the role is to develop and maintain data and information management policies, procedures, controls and guidance. Appropriate protocols must be in place and all staff must adhere to them at all times to ensure we are fully compliant with data protection regulation standards.

This is a senior role however does not hold any direct line management responsibilities as our IT delivery is all currently outsourced.

## THE OPPORTUNITY

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### Business Systems, Security and Data Manager

#### Key responsibilities of the role:

- Develop the IT strategy ensuring it is continually appraised and updated to support the Oceanova strategy.
- Recommend and oversee technology upgrades, improvements and major changes to the IT systems and security environment.
- Design and implement a new data strategy to consolidate the usage of data across the business.
- Review of security and data protection measures across the business.
- Project management of all ongoing IT initiatives.

#### Additional responsibilities of the role:

- Liaison with outsourced IT Managed Services Provider and other Third Parties.
- Review, update and maintain all IT policies, backups, processes and procedures.
- Develop procedures for effective data management and rules and procedures for data sharing.
- Implement security systems to protect sensitive customer information.
- Promote security awareness by developing and implementing a security awareness and training programme for all staff.
- Develop and maintain the data security policies and accompanying procedures and guidance.
- Develop and manage the Business Continuity Plan.
- Manage budget and costs associated with IT.
- Be the expert on all matters relating to GDPR, acting as the nominated DPO and ensuring company-wide compliance.
- Negotiation of prices and achieving best value on IT purchases.

#### Key Requirements:

- Experience of strategic planning that aligns IT strategy with business objectives.
- Strong communication skills, including the ability to communicate technical concepts to non-specialist audiences.
- Strong technical understanding / background, including cloud, data analytics and security.
- Detailed knowledge and experience of implementing industry standard frameworks such as GDPR and Cyber Essentials+.

#### Other Requirements:

- Experience of managing IT and business systems.
- Proven experience of delivering successful IT projects.
- Understanding of common security issues and their impacts.
- Strong analytical skill set.
- Strong organisation skills and ability to prioritise, plan and multitask work assignments.
- The ability to engage confidently around the business on all IT and security matters.

If this sounds like a company you want to be a part of, and a role you can perform well, then apply with a CV and covering letter today.

We are committed to equality of opportunity for all. Applications from individuals are encouraged regardless of age, disability, sex, gender reassignment, sexual orientation, pregnancy and maternity, race, religion or belief and marriage and civil partnership.

## WHAT NEXT?

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### Application process

Please send your CV to: [jason.oster@oceanova.com](mailto:jason.oster@oceanova.com)

Interviews will take place on: TBC

### Additional Info

Should you be invited to meet us for an interview, please let us know if you require any reasonable adjustments by emailing our Head of HR, Mandy on [mandy.howarth@oceanova.com](mailto:mandy.howarth@oceanova.com).

Currently interviews are held via Microsoft Teams which we will provide the link to, please ensure you have a good internet connection. If you will not have access to Microsoft Teams, please let us know so we can find an alternative method to meet you.

### What we offer

- 25 days annual leave in addition to the public/bank holidays. You will be entitled to an additional day's annual leave for each completed year of service up to a maximum of five additional days after five years continuous service
- Private Medical Insurance on completion of probation
- Employee Assistance Programme from commencement of employment
- Learning and Development opportunities and a clear career path

# THANK YOU

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For considering Oceanova as your next step