

CHARLOTTE HANKIN

LEARNER TEACHER LEADER MANAGER

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Professional blog: <https://coconut-thinking.design/>



PROFESSIONAL SKILLS

Trained coach, mentor and facilitator
Professional development
Strategic thinker
Curriculum Design
Giftedness
Literacy Specialist
Thinking skills
Learning & Teaching
Operational Management

PERSONAL SKILLS

Creative
Reliable and professional
Highly organised
Team player
Adaptable
Motivated & positive
Calm & measured
Sense of humour

QUALIFICATIONS

Doctor of Education (EdD)
The University of Bath, commences
March 2020
National Professional Qualification in
Senior Leadership (NPQSL)
National College for Teaching and
Leadership, UK (2014)
PGCE - Primary, 7-11 years specialism
Newman University College (2003)
BA (Hons) History and Social and
Applied Psychology
Newman University College (2001)

AWARDS

Specialist Leader of Education (SLE) for
English, Leadership of
Continuing Professional Development,
Leadership of Curriculum, Initial Teacher
Training and Newly Qualified Teacher
Development, UK, (2014)

PROFESSIONAL EXPERIENCE

NOVEMBER 2019 - PRESENT EDUCATION POLICY ADVISOR BRITISH EMBASSY, RIYADH

- Responsible for translating the Saudi Arabian Vision 2030 programme, National Transformation Plan, and other relevant programmes into UK policy engagement.
- Engages, analyses and report on developments in education policy, with a view to political and commercial opportunities.
- Monitors risks and contributes to regular reporting to Ministers and Vision 2030 boards.
- Visits schools, colleges, universities, research institutes and ministry departments to identify challenges, barriers and opportunities in relation to educational reform.
- Supports Ministerial visits and leads on UK's Special Representative on Education for Vision 2030.
- Provides effective and efficient programme management, establishing structures to implement the delivery of support for reforms across priority policy areas.
- Leads on national engagement and implementation of education prosperity-related projects.

SEPTEMBER 2019 - PRESENT ASSISTANT PYP COORDINATOR - AN INTERIM POSITION KING FAISAL SCHOOLS, SAUDI ARABIA

- Responsible for the delivery the school's PYP Self-study, which included the coordination of 130 members of staff across 3 campuses.
- Responsible for the monthly PYP School Update, which involved collating learner evidence across the school and working with graphic designers and translators to share with the community.
- Creation of policies to reflect the mission and vision of the school.
- Coaching teachers with planning and lesson delivery.

AUGUST 2018 - SEPTEMBER 2019 ACADEMIC COORDINATOR MISK SCHOOLS, SAUDI ARABIA

- Member of the Senior Leadership Team. Involved in the strategic growth and development of the 3 year old school, from philosophy to implementation, supporting Vision 2030.
- Responsible for the day-to-day operations and leadership of the school, along with the Principal.
- Developed the entire curriculum with teachers and responsible for implementation within the Primary School (Pre-K -Grade 3). This was based on the PYP Framework with a focus on project based, experiential learning and the transformational use of technology.
- Designed and implemented Personal Learning Plans for every child in the school.
- Responsible for the administration, collection and analysis of whole school assessment data.

AUGUST 2016 - JUNE 2018 LEARNING EXTENSION COORDINATOR & LOWER PRIMARY LITERACY COORDINATOR THE HARBOUR SCHOOL, HONG KONG

- Leadership and management of Grades KG to 12 learning extension, enrichment and acceleration systems, processes and pedagogical approach.
- Designed and managed Individualised Learning Plans for highly-abled students across the school.
- Leadership and management of Literacy in Lower Primary School (Pre-K to G3)
- Liaison with other school subject coordinators to integrate curricular.
- Monitored all aspects of Literacy provision and provided feedback to staff and senior leaders.
- Created a mixed-aged math program aimed to develop mathematical competencies using individualised digital platforms and collaborative STEAM projects.
- Delivered extension lessons across the school for Literacy, Math, Science and Social Studies.
- Provided professional development workshops for whole school, groups of teachers and individuals.
- Coached and accompanied Primary School students to the Odyssey of the Mind World Finals in the US (2017&2018); coached Secondary School students for Odyssey of the Mind Regionals in Hong Kong (2017); and coached Battle of the Books (Primary 2017&2018).



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MARCH 2015 - JULY 2016

**EDUCATION SPECIALIST
ASSOCIATE EDUCATION CONSULTANT FOR LONDON GIFTED
AND TALENTED
GROWHOUSE BOOKSTORE, HONG KONG**

- Developed an educational philosophy, defined the curriculum, set policies, and recruited teachers for this start up bookstore company in Hong Kong association with London Gifted and Talented.
- Led the teaching team and responsible for the day to day operations of the education side of the business.
- Created bespoke planning, resources and assessment.
- Worked with other members of the bookstore business to devise and implement strategies for the launch of educational products on business-to-business and business-to-consumer basis.
- Delivered lessons to student aged from 4 – 16 years designed to nurture and develop critical thinking skills through books and film.

JANUARY 2009 - MARCH 2015

**SCHOOL TO SCHOOL CONSULTANT, ASSISTANT HEADTEACHER
LITERACY COORDINATOR, KEY STAGE 2 COORDINATOR,
TEACHER
LIGHTWOODS PRIMARY SCHOOL, UNITED KINGDOM**

- Supported the Headteacher to set up Lightwoods Teaching School Alliance from scratch.
- Responsible for School to Support support, Continued Professional Development, and Research and Development.
- Supported teachers across the region on a 1:1 basis on the 'good to outstanding' programme.
- Delivered bespoke training and presentations to whole school primary, middle and secondary for INSET days or staff meetings on a range of pedagogical issues.
- Key Stage 2 statutory external writing moderator for Sandwell Local Authority from 2011 - 2015. Moderated 18 primary schools in 3 years.
- Leader and manager of Key Stage 2 and Literacy across the school. Teaching was never less than good and was outstanding at least 50% of the time. Ofsted inspection (2014): 3 lessons were judged as outstanding; 2 judged as good.
- Consistently awarded outstanding lesson observations from 2009 to 2015. Ofsted (2011) observed two lessons for Numeracy and Writing and awarded both an outstanding judgement (a comfortably outstanding teacher). Ofsted (2014) observed one lesson for writing and awarded an outstanding judgement with no developmental points.

SEPTEMBER 2003 - DECEMBER 2008

**YEAR 5 AND YEAR 6 TEACHER & HUMANITIES CO-ORDINATOR
HIGHFIELDS PRIMARY SCHOOL, UNITED KINGDOM**

MOST MEANINGFUL PROFESSIONAL DEVELOPMENT

- ISTE, Introduction to Computational Thinking for Every Educator (3 month course)
- International Baccalaureate: Approaches to Learning (Cat 3); Concept Driven Learners (Cat 2); An Introduction to the IB Programme Standards for Administrators New to the PYP (Cat. 1)
- Project Zero: Teaching for Understanding (4 month course)
- London Gifted & Talented, Beyond Level 5 in the Primary School (4 month course)
- Harvard Graduate School of Education, Project Zero Classroom - on campus (1 week)
- Ron Ritchhart, Cultures of Thinking
- Benjamin Renzulli, School Enrichment Model
- Edward De Bono, Thinking Hats
- Alistair Smith, Accelerated Learning (1 year pd course)
- Howard Gardner, Multiple Intelligences (1 year pd course)
- London Gifted & Talented, Reaching High 5: Strategies to support the more and most able learners (4 month course)

PROFESSIONAL BLOG



VALUES

Kindness is a pillar of leadership

We stand to learn something new from every interaction and situation if we look closely enough

Education is a social experience; learning is a personal process

Consistency in words and actions foster trust and respect

The quality of our work depends on the standard we set for ourselves

Everyone is a learner and the learning never stops

PERSONAL

British Citizen
Married to Dr Benjamin Freud (Educator)
2 step-children (Nico, 13 years in Grade 9, Alexia, 9 years Grade 4)
3 cats
D.O.B: 29/10/1979

INTERESTS

Animals and wildlife
Environmental issues
Yoga, pilates, gym
Getting off the beaten track
Losing track of time in museums, art galleries, exhibitions, literature, theatre, film