

trust us to create standout schools



Head of School Improvement

Full time

Leadership 7 – 11

Job Description

1. Job Purpose

The Head of School Improvement plays a major role in supporting the Executive Leadership Team in improving and developing school improvement across the Trust.

They are a member of the Core Team and will report to the Head of School Improvement and other members of the Executive Leadership Team (ELT) as appropriate.

2. Roles and Responsibilities

In addition to the professional duties as given in the current School Teachers' Pay and Conditions document, the Head of Teaching and Learning will have the following specific roles and responsibilities:

- To work across all schools in the trust as directed by the ELT
- To support school leadership teams during short term absences to add capacity
- To support a system and culture of continual improvement and high standards in teaching
- To support in Trust wide moderation to allow consistency and accuracy of assessments
- Under the direction of the Director of School Improvement support with the school improvement element of the Trust's strategic plan
- Support all school improvement plans ensuring they deliver on the Trust objectives;
- Alongside other Core 'heads of', lead on teaching and learning across the trust ensuring consistency of approach against the agreed framework;
- Provide the necessary support for teachers identified as underperforming;
- Co-ordinate teacher visits across the Trust ensuring impact;
- Ensure curriculum audits are in place and that each academy provides real, immersive and purposeful learning consistent with the Trust approach;
- Keep up-to-date with all latest research, best practice and innovation through continued self-professional development and to promote this actively via Twitter, blogs etc.

3. Person specification

The person specification is related to the requirements of the post as determined by the job description. Shortlisting is carried out on how well the candidate meets the requirements of the person specification in the job application.

Essential requirements:

Qualifications and experience

- Qualified Teacher Status
- Degree qualification or equivalent
- An excellent class teacher
- At least five years' post qualified teaching experience
- At least three years' experience as a Senior Leader
- Proven track record of leading improvements in teaching and learning
- Recent experience of leading change and driving improvement in a school
- Clean, full driving license and a willingness to travel and work in other MAT schools

Skills, knowledge and abilities

- Expert understanding of teaching and learning
- Experience of assessment and moderation processes
- Knowledge and understanding of statutory assessment arrangements at primary level

Personal qualities

- Ability to direct and co-ordinate the work of others, motivating, inspiring and supporting staff
- Ability to set high standards and act as a positive role model, leading by example
- Has self-belief, senses opportunities and takes the initiative in moving things forward in a positive way
- Communicates effectively both orally and in writing with pupils and adults
- Skilled at leading high-quality professional learning and development
- Ability to work under pressure, has a sense of humour and appropriate work/life balance
- Establishes and maintains constructive and open relationships with a range of stakeholders
- Possesses a strong set of values and beliefs and shows awareness of how these fit in with the values of the trust
- Is committed to continued self-professional development and is always trying to find ways to improve and be the best they can be.

Desirable requirements:

- Higher degree or equivalent
- Teaching experience across more than one key stage
- Experience of working in a multi-academy trust or equivalent family of schools