

Candidate Information Pack:

Strategic Lead – Quality of Education (Secondary)

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Welcome to L.E.A.D. Academy Trust

Dear Applicant,

Thank you for your interest in the post of Strategic Lead – Quality of Education (Secondary) at L.E.A.D. Academy Trust.

The Trust was established in October 2011 with a vision that through outstanding leadership we will provide the highest quality education to enable every pupil to realise their full potential. All stakeholders at L.E.A.D. passionately believe in the power of partnership working as a catalyst for ensuring more children receive an exceptional education. Today the Trust currently consists of twenty five schools with further schools set to join.

The acronym L.E.A.D. embodies the four core principles at the heart of the Trust: strong **leadership** at every level; **empowering** every child to aim high; giving every child the opportunity to **achieve** and constantly **driving** for improvement.

We are now seeking to appoint a Strategic Lead – Quality of Education (Secondary) who will support the secondary academies senior teams with the development of teaching and learning and curriculum.

The post is permanent, full time and will be based in one of the secondary academies with frequent (daily/weekly) travel between all three schools in the Trust as an expectation.

The closing date for applications is **Monday 16th May 2022 at 12noon**. Please submit your completed application form and supporting documents to Danielle.west@leadacademytrust.co.uk.

Further information regarding the L.E.A.D. Academy Trust can be found at: www.leadacademytrust.co.uk.

We look forward to receiving your application.

Your faithfully,

Diana Owen CBE
Chief Executive

“The L.E.A.D. Academy Trust is one of the strongest sponsors operating in the East Midlands, with a track record of successfully improving underperforming school...”

Department for Education, 2015
(Leicester Mercury)



L.E.A.D. Academy Trust

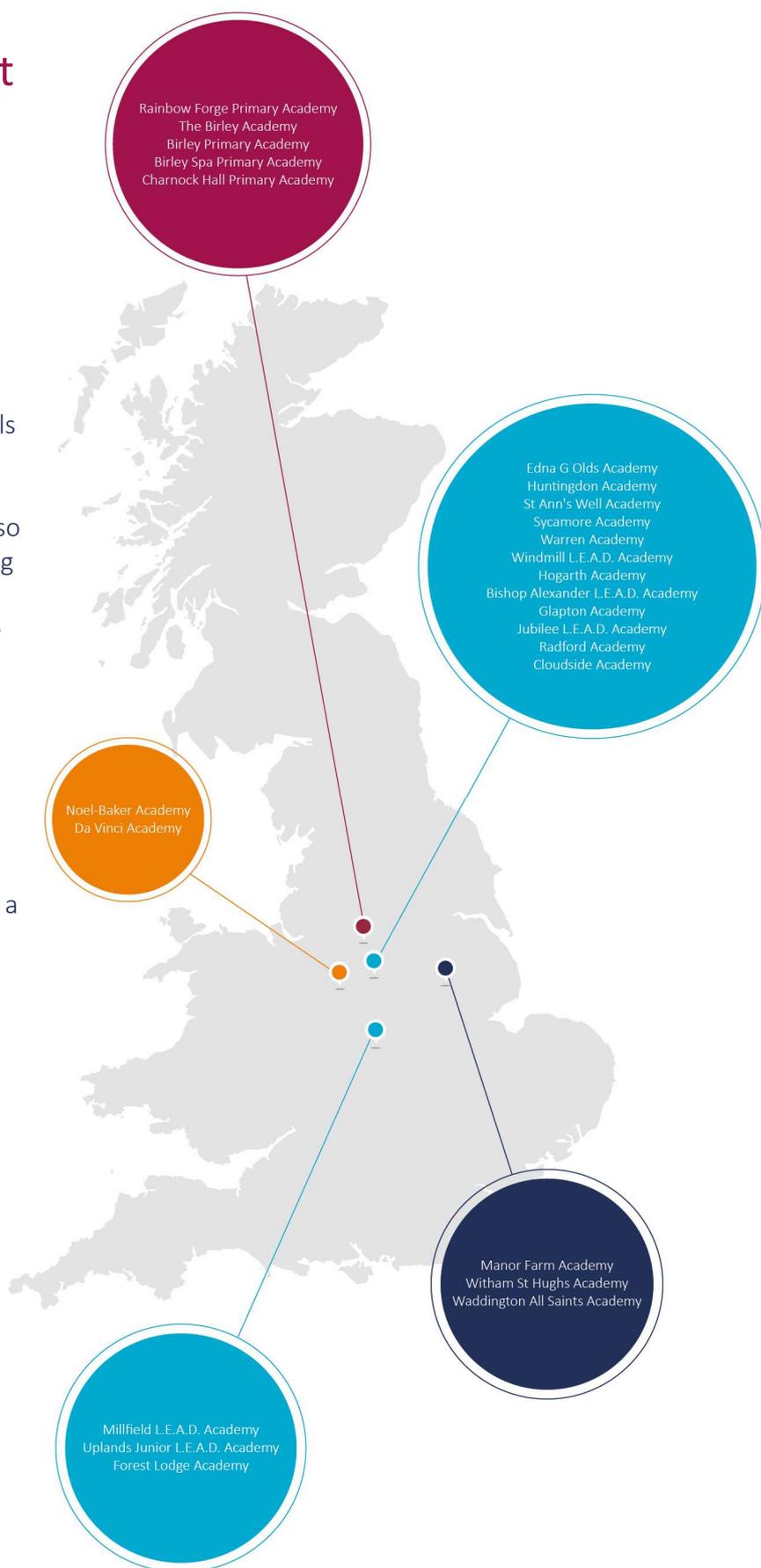
L.E.A.D. Academy Trust comprises of twenty five academies across Nottingham, Leicester, Derby, Lincoln and Sheffield. Our philosophy is to; lead, empower, achieve and drive.

At the heart of our Trust is the development of outstanding leaders. We empower individuals in our schools to provide the highest quality education, enabling every pupil to realise their full potential. We have also been recognised by Ofsted as a leading academy sponsor, securing rapid and sustainable improvement through the research and application of best practice across operational areas.

The combination of autonomy and collaboration across key areas of leadership and management underpinned by shared vision, values and best practice positions L.E.A.D. as a truly unique Academy Trust.

To view our 'L.E.A.D. Family Brochure' please visit:
www.leadacademytrust.co.uk

To see the wonderful achievements, proud moments and diverse events happening across our Trust please follow our twitter account:
@LEADAcadTrust





Job Description for Strategic Lead – Quality of Education (Secondary)

Pay Scale: L18 – L22 – Full Time (£64,143 - £70,745)

Location: Derby or Sheffield – frequent travel (weekly) between these areas is an expectation of this role.

Line Manager: Head Teacher – with dotted line reporting to the Secondary Head Teacher Group

Job purpose:

Working across the L.E.A.D. Secondary Academies and with the direction of the Secondary Headteachers agree this role will implement strategies to ensure that the quality of education across the L.E.A.D. secondary schools is efficient and effective through making sure that curriculum meets the needs of all learners and that the standards of teaching and learning across the Trust are continually improving.

Duties and Responsibilities:

Curriculum:

- Work closely with secondary curriculum leads and Headteachers to ensure that the academies approach to curriculum development is research led and founded in up to date academic research and best practice.
- Contribute to the professional development programmes in each academy by facilitating the sharing of good practice and innovation in curriculum development and pedagogy within and across the academies and subject disciplines.
- Be proactive in staying abreast of sector developments and current research relating to curriculum development and cognitive science.
- Support, hold accountable, develop and lead the Trust subject leads and their communities in their curriculum and assessment planning and development, ensuring that each subject curriculum is strong in scope, coherence, rigour and sequencing.
- Guide and support each Trust subject lead in securing understanding, involvement and ownership of the curriculum development process by each subject community.
- Liaise effectively with the secondary Headteachers to ensure that they are fully abreast of all areas of curriculum development, their implications for schools and teacher development.
- Collaborate with the Headteachers and Senior Curriculum Leads on securing each stage of curriculum implementation and on sustaining a process model for evaluating impact and continuously renewing all aspects of curriculum intent.
- Implement an annual cycle of effective evaluation of the curriculum, feeding into improvement of the curriculum and teaching, at all levels.



Teaching and Learning:

- Work closely with secondary teaching and learning leads and Headteachers to improve the quality of teaching and learning across the L.E.A.D secondary schools through: designing and implementing robust professional development programmes; coaching middle leaders in the development of discipline specific professional development programmes; acting as a coach and mentor for specific staff.
- Model consistently excellent practice in all areas
- Assist the Headteachers with the setting of a culture in which achievements in teaching are recognised and rewarded, including promoting initial and continuing professional development in teaching for all staff with teaching responsibilities, leading initiatives to identify, mentor and develop future leaders in teaching. Planning differentiated and relevant CPD for teachers at different levels.
- Working in partnership with the Headteachers and Teaching and Learning Leads across the trust, provide training and support with delivery of a comprehensive programme of CPD for teachers within the secondary academies. The programme will ensure that all teachers are using up to date strategies, steeped in evidence and best practice.
- Identify strengths across the schools, share best practice with colleagues, lead by example and promote high standards in the delivery of the curriculum.
- Develop a coaching programme, training coaches to enable effective intervention to be implemented in the case of areas for development in teaching practice.
- Coach and mentor staff to improve performance ensuring that teaching across the Trust is consistently good and outstanding.

Resource Management:

Responsible for the safe use and safe keeping of Academy and Trust resources.

Influencing and Managing Relationships:

- The Headteachers and senior leadership teams in each Secondary Academy (daily interaction)
- Teaching and Learning and Curriculum leads in each academy
- L.E.A.D. Teaching School Hub
- Any external partners and consultants the Academies and/or Trust employ

Other Academy Specific Responsibilities:

- Support the academy Headteachers and senior teams on a daily basis.
- Work as a member of the Senior Leadership Teams.
- Ensure that the leadership of curriculum and teaching and learning (including the associated responsibilities of middle leadership) is effective across the academies.
- Lead on and facilitate the construction of the academies' professional development cycles.
- Lead on and facilitate the ongoing work of the academies' curriculum development teams.
- Work with the Headteachers, Senior Leadership Teams and other L.E.A.D. Academy Trust Professionals to maximise opportunities for collaboration and innovation.

- Seek to continually to ensure value for money and performance improvement in the academies provision.
- Keep the work of the academy constantly under review against key performance indicators as agreed by the Secondary Headteachers.
- Conduct effective performance management for an identified group of staff and ensure that appropriate programmes are designed to meet such needs.
- Analyse and interpret relevant data, research and inspection evidence to inform provision and seek improvement where necessary.
- Ensure all information required by the governing boards, senior staff, Headteachers and L.E.A.D. Academy Trust Board, to evaluate the academy's provision is produced accurately, timely and efficiently.
- Ensure that all communications with service users demonstrate the values of the L.E.A.D. Academy Trust and the academies.
- Attend all functions and meetings necessary to support the delivery of the role, ensuring the values of the academies and the L.E.A.D. Academy Trust.
- Abide by and implement all policies and procedures of the Academies, including being aware of and responsible corporately and as an individual for Health and Safety policies and procedures.
- Contribute to the overall ethos, work and aims of the Academies and the Academy Trust.
- Perform any other reasonable duties as requested by the Head Teachers and Line Manager.

As job descriptions cannot be exhaustive, the post-holder may be required to undertake other duties which are broadly in line with above key responsibilities.

The Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment and individually take responsibility for doing so.

At L.E.A.D. we have a strong vision and four core principles, to lead, empower, achieve and drive, which you will be expected to demonstrate in your working practices.



Strategic Lead – Quality of Education Person Specification

This person specification lists the competencies expected of an experienced/fully trained post-holder. The two right hand columns provide guidance for the appointment of new staff. (E = Essential criteria, D + Desirable criteria)

Evidenced by: A = Application, I = Interview/Assessment, R = Reference

CRITERIA	ESSENTIAL	DESIRABLE	EVIDENCED BY
Qualifications			
Good honours degree	✓		A
Qualified teacher status	✓		A
Evidence of relevant continuing professional development e.g. NPQH, Masters Degree in Expert Teaching, relevant NPQ		✓	A
Skills and Knowledge			
A clear working knowledge of how to lead curriculum development and manage innovation and change	✓		A, I, R
Excellent interpersonal skills and effective communication at all levels	✓		I
A strategic thinker with the ability to generate a vision and influence others	✓		I, R
The ability to prioritise and manage time effectively	✓		I, R
The ability to make decisions and act upon them	✓		I, R
A clear working knowledge and understanding of the current OFSTED framework	✓		A, I
An understanding of the principals of effective management, delegation and organisation	✓		A, I, R
The ability to devise and implement strategies for raising achievement and for intervention strategies	✓		A, R
A clear understanding of different models of teaching and learning	✓		A, I, R
An outstanding effective classroom practitioner	✓		A, I, R
Knowledge of how children learn, develop and progress through the stages	✓		R, I
A clear understanding of assessment procedures	✓		A, R
An ability to recognise and encourage outstanding practice	✓		A, I
Experience			
Experience of working in more than one key stage	✓		A, I
Successful experience of coaching or mentoring trainees/NQTs, peers and colleagues	✓		I, R



Experience of making effective use of school to school support	✓		A, I
Experience of working across a school setting and having a whole school impact	✓		A
Experience of delivering INSET/designing CPD	✓		A, R
The ability to develop, empower and sustain teams and individuals	✓		A, I, R
The ability to give and receive effective feedback and act to improve personal performance	✓		A, I
An understanding of the principals of effective management, delegation and organisation	✓		A, I, R
Experience of impactful performance management	✓		A
Able to demonstrate experience of using a range of data to support, monitor and improve outcomes and standards	✓		A, I, R
Experience of effective school evaluation		✓	A
The ability to acknowledge excellence and challenge performance that is not yet good	✓		I
Experience of successful collaborative working with other organisations and agencies	✓		A
The ability to work effectively with parents and carers to support their children’s learning		✓	A, R, I
Personal Attributes			
Ability to work under pressure with resilience and integrity	✓		A, I
High expectations and aspirations for all	✓		I
The ability to listen to, reflect and act on community feedback	✓		A, R
Remains calm and composed	✓		I
Approachable, enthusiastic and leads by example	✓		I, R
Demonstrates motivation and drive	✓		I
Committed to own personal development and to participating fully in training and development opportunities identified by the Academies	✓		A, R
Additional Requirements			
Will be required to travel between the 3 Secondary Academies (daily) and may be required, from time to time, to travel to other Trust locations.	✓		
Must hold a driving and have access to own vehicle	✓		
This role is subject to an enhanced DBS	✓		



How to Apply

Please send a completed application form and covering letter stating how your skills and experience meet the job description and person specification, to: Danielle.west@leadacademytrust.co.uk. Please contact the same email if you wish to discuss the role before applying.

Closing Date: Monday 16th May 2022 at 12noon.

Shortlisting will take place on Monday 16th May 2022. Interviews will take place on Tuesday 24th May and will be for the full day.

L.E.A.D. Academy Trust is committed to safeguarding and promoting the welfare of children and young people and we can expect all staff and volunteers to share this commitment. This post is subject to an enhanced DBS check.



L.E.A.D. Academy Trust
Lead • Empower • Achieve • Drive

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