

Job Title:	Assistant Principal Teaching & Learning
Location:	Newham
Contract type:	Fixed term maternity cover
Salary:	Leadership L9-L14 (£62,349-£69,420)
Job start:	January 2023
Accountable to:	Vice Principal – Quality of Education

Core Purpose:

You will have a central responsibility for the quality of teaching and learning and for learners' achievement. This will involve setting and articulating high expectations; quality assuring teaching; ensuring robust and accurate tracking and performance data along with supporting and developing staff through high quality CPL and rigorous performance management. We are committed to making sure our learners have excellent outcomes both in terms of qualifications and wider employability.

You will be working with the LDE UTC Trust to ensure their vision is met, by ensuring the highest standards and expectations in teaching, learning, behaviour, leadership and fiscal management are promoted and achieved.

This is a senior leadership role as and when required and in this role you will contribute actively to the development of the strategic plan and the College Development Plan.

Key Responsibilities:

Leading teaching and learning

Responsibilities are:

- To work with the Vice Principal to secure and sustain high expectations and excellent practice in teaching and learning throughout the college, monitor and evaluate the quality of teaching and standards of learners' achievement, and use benchmarks and set targets for improvement.
- To contribute to the College Self Evaluation Form (SEF) the College Development Plan (CDP) and the College Key Performance Indicator's (CKPI's)
- To work with the Vice Principal to lead, motivate, support, challenge and develop all teaching staff to secure continual improvement; including her/his own continuing professional learning (CPL).
- To work with the Vice Principal to ensure that the quality of teaching is consistently good and often outstanding ensuring high standards across all subjects and Key Stages.
- To ensure that there are clearly-understood links between the technical and academic elements of the curriculum which cross-fertilise and yield benefits in terms of learners outcomes.
- To lead on pedagogical developments and research to develop a self-improving system.
- To ensure that learning is at the centre of strategic planning and resource management.
- To establish creative, responsive and effective approaches to learning and teaching.
- To ensure a culture and ethos of challenge and support where all learners can achieve success and become engaged in their own learning.
- To demonstrate and articulate high expectations and set stretching targets for the whole college community, ensuring regular, appropriate and effective communication with stakeholders.
- To take a strategic role in the development of new and emerging technologies to enhance and extend the learning experience of learners.
- To monitor, evaluate and review classroom practice and promote improvement strategies.
- To challenge underperformance at all levels and ensure effective corrective action and follow-up.
- To treat people fairly, equitably and with dignity and respect to create and maintain a positive college culture.

Qualities and knowledge

Responsibilities are:

- To hold and articulate clear values and moral purpose, focused on providing a world class education for learners at LDE UTC.
- To lead by example, modelling positive behaviours and relationships.
- To work with political and financial astuteness, managing faculty budgets and resources effectively to deliver the college's vision.
- To communicate the college's vision in a compelling manner, leading in a strategic manner.
- To collaborate with the Principal and Vice Principal in producing and updating the Staff Handbook
- To ensure the smooth day-to-day running of the college;
- To ensure all staff are aware of, and follow, all college policies
- To collate and evaluate the outcomes of all quality assurance procedures regarding the quality of teaching and learning; curriculum provision; leadership and management as well as outcomes, and use them to inform the College Self Evaluation Form (SEF) the College Development Plan (CDP) and the College Key Performance Indicator's (CKPI's) to report to stakeholders, returns to the DfE and outside agencies, and visits from the BDT and other strategic partners.
- To ensure the effective implementation of Continued Professional Learning (CPL) within the teaching staff in order to raise staff expertise leading to greater engagement of Learners in their learning.

Self-improving college system

Responsibilities are:

- To create an outward-facing culture, forming and building collaborative links with other colleges and organisations including UTC sponsors and partners.
- To develop effective relationships with sponsors, partners and other stakeholders
- To ensure the college has a role in shaping the current and future quality of the teaching profession.
- To ensure the college inspires and influences others more widely than in colleges, through innovations or partnerships which create community benefits.

Learners and staff

Responsibilities are:

- To demand high standards and ambition from learners, overcoming disadvantage
- To secure a 'sharing culture' between staff, ensuring best practice is widely shared and celebrated, with talent developed from within the college.
- To develop and maintain effective strategies and procedures for professional development and performance review.
- To ensure effective planning, allocation, support and evaluation of work undertaken by teams and individuals, ensuring clear delegation of tasks and devolution of responsibilities
- To acknowledge the responsibilities and celebrate the achievements of individuals and teams
- To develop and maintain a culture of high expectations for self and for others and take appropriate action when performance is unsatisfactory.

Other Responsibilities:

- To work alongside the Principal, and senior leadership team to ensure the aspirational aims and objectives of LDE UTC are achieved.
- Supporting the Principal, and senior leadership team to develop and manage processes, systems and policies to ensure the smooth day-to-day running of the college and present these in Staff Guidance materials
- Supporting the Principal, and senior leadership team in establishing and monitoring the quality assurance procedures for all aspects of the college's work to ensure that these quality assurance procedures will be part of the college staff guidance materials
- Supporting the Principal and other strategic partners to ensure the accuracy of the evidence base on which the following are based: performance management evidence, the College Development Plan, self-evaluation processes, reports to stakeholders, returns to the DfE and outside agencies.
- Providing high quality line management to staff so that:
 - Teams are effectively led, managed and developed
 - All learners are successfully engaged in learning,
 - All learners reach high levels of attainment and achievement
- Providing well-informed advice regarding national developments related to Teaching, Learning, Standards, and the Effective Use of IT and other resources for learning in engaging learners in their learning is shared with the Principal and the senior leadership team.
- Providing high quality challenge and leadership of mentoring and coaching to all the subject leaders to ensure that leadership and management, teaching for learning, curriculum resourcing and delivery, and care, welfare, guidance and support are outstanding.
- Supporting the Principal and senior leadership team in the planning, procurement and delivery of the college's professional learning, development and leadership programmes for all staff.
- Ensuring there are effective partnership relationships with industrial partners liaising with the Teaching, Learning and Curriculum Teams to provide learning support for learners.
- Building and maintaining high levels of staff and learner morale and motivation, securing their commitment to the aims, objectives and priorities of the college.
- Undertaking any other professional duties of the Principal that are reasonably delegated to her/him by the Principal.