Role Title: **Deputy Chief Executive Officer (Deputy CEO)**
Salary Range: **L29 – L35**
Reporting to: **Chief Executive Officer (CEO)**

Our Values:

- **Teamwork**

We recognise that when we work together effectively we are stronger and more consistent.

- **Empathy**

Consider the consequences of my decisions, large and small on those around me.

- **Inclusivity**

Everybody in treated fairly and equally no one is marginalised or left behind.

- **Respect**

We will ensure that we have due regard for the feelings, wishes, or rights of others in every action we take.

- **Positive**

It is our intention to stay constructive, optimistic and confident both for and with our young people and their families.

We believe that the values that we embody in Wave empower young people to succeed, these are the values we are looking for when we seek new staff.

Purpose of the Role

The Deputy Chief Executive Officer will work in partnership with the Chief Executive Officer to provide strategic and executive leadership across Wave Multi Academy Trust, driving educational excellence, school improvement, safeguarding, inclusion, leadership development and organisational effectiveness. As a key member of the Executive Leadership Team, the postholder will deputise for the CEO as required and play a pivotal role in delivering the Trust's strategic vision, ensuring high quality alternative, medical and special education provision, maintaining compliance with statutory requirements, and securing outstanding outcomes for vulnerable children and young people. Through the leadership of the Director of Education and Trust Leads, the Deputy CEO will ensure robust quality assurance and continuous improvement across all academies, embedding the characteristics of a strong and resilient trust and creating the conditions in which pupils, staff and leaders can thrive.

Key Responsibilities

Strategic Leadership

- Work in partnership with the CEO to develop communicate and deliver the Trust's strategic vision, ensuring alignment with Wave's values, priorities and commitment to improving outcomes for vulnerable children and young people.
- Support the development and implementation of the Trust's strategic plan, translating long term priorities into clear objectives, measurable outcomes and impactful delivery.
- Lead agreed strategic priorities and Trust wide improvement initiatives, ensuring continuous improvement in educational quality, pupil outcomes, inclusion and organisational effectiveness.
- Develop and implement policies, systems and frameworks that support the achievement of the Trust's strategic objectives and promote consistency, accountability and excellence across all academies.
- Provide executive leadership for organisational development, innovation and change, ensuring the Trust remains responsive to local and national priorities.
- Support Trust growth through due diligence, integration planning and the successful incorporation of new academies into the Trust.
- Deputise for the Chief Executive Officer as required and contribute fully to the leadership and management of the Trust as a member of the Executive Leadership Team.

School Improvement, Educational Standards and Quality

- Lead and oversee Trust wide school improvement activity, ensuring a relentless focus on educational excellence, inclusion and improved outcomes for all pupils.
- Hold academy leaders to account for inclusion, educational performance, pupil outcomes and the effective implementation of academy improvement priorities.
- Ensure robust quality assurance, review and evaluation systems are in place across all academies, enabling accurate self-evaluation and continuous improvement.
- Coordinate support, intervention and challenge for academies where standards, capacity or performance give cause for concern.
- Ensure the monitoring and evaluation of the quality of curriculum implementation, teaching and learning, and educational provision and pathways across the Trust, securing continuous improvement in pupil outcomes and experiences.

Safeguarding Executive Leadership and Assurance

- Provide Executive Leadership for safeguarding across Wave Multi Academy Trust, ensuring that the welfare, safety and wellbeing of children and young people remain central to all strategic decision making, organisational development and educational improvement activity.

- Serve as the Trust's senior executive lead for safeguarding, providing strategic direction, challenge and assurance to the Chief Executive Officer and Board of Trustees regarding safeguarding effectiveness, culture, capacity, risk and compliance.
- Line manage and professionally support the Trust Safeguarding Lead, ensuring the delivery of a robust Trust wide safeguarding strategy, quality assurance framework and programme of continuous improvement.
- Maintain strategic oversight of safeguarding performance, emerging risks, serious incidents, complaints, allegations, attendance concerns, child protection trends and vulnerable learner outcomes across the Trust.
- Provide strategic oversight of effective collaboration with safeguarding partners.
- Maintain assurance regarding safer recruitment, safeguarding training, statutory compliance and the implementation of national safeguarding guidance.
- Ensure a culture in which safeguarding is understood as everyone's responsibility and where children, families and staff feel confident that concerns will be acted upon appropriately and effectively.
- Champion a culture of vigilance, professional curiosity and continuous improvement that enables every child and young person to feel safe, supported and able to thrive.
- Ensure safeguarding leadership consistently reflects the requirements of *Keeping Children Safe in Education*, *Working Together to Safeguard Children*, relevant legislation and current inspection expectations.

Leadership Development and Talent Management

- Lead the Trust's leadership development strategy, ensuring a strong pipeline of talented leaders at every level of the organisation.
- Develop and implement leadership pathways and development programmes
- Establish robust succession planning arrangements to ensure long-term organisational resilience and sustainability.
- Build leadership capacity across the Trust to support improvement, innovation, growth and organisational effectiveness.
- Support leaders to maximise their impact and drive sustainable improvement.
- Foster a culture of continuous improvement, collaboration and professional learning in which leadership development is recognised as a key driver of educational excellence and organisational success.

Governance, Risk and Accountability

- Work in partnership with the Chief Executive Officer, Chief Operating Officer, Board of Trustees and Local Hub Committees to ensure effective governance, accountability and assurance arrangements across the Trust.
- Provide strategic leadership and assurance to Trustees regarding educational standards, safeguarding, inclusion, school improvement, leadership capacity and organisational effectiveness.
- Attend and contribute to Board, Committee and Governance meetings as a senior executive leader, presenting reports, analysis and recommendations relating to educational performance, risk and strategic priorities.
- Lead and support Local Hub Committees and relevant Board sub committees as required, ensuring governors and trustees have the information and assurance necessary to fulfil their responsibilities.
- Work collaboratively with the Chief Operating Officer to ensure educational priorities, compliance requirements, risk management processes and governance arrangements are effectively aligned.
- Promote a culture of ethical leadership, transparency, continuous improvement and accountability, aligned with the Nolan Principles of Public Life and the values of Wave Multi Academy Trust.

Operational Leadership

- Work closely with executive colleagues to ensure the effective delivery of safeguarding, human resources, finance, estates, information technology, governance, compliance and risk management functions across the Trust.
- Provide strategic oversight to ensure operational systems support educational priorities, statutory requirements and organisational objectives.
- Maintain assurance that appropriate systems, controls and processes are in place to support compliance, safeguard the welfare of pupils and staff, and enable high-quality educational provision.
- Ensure strong alignment between operational and educational strategies so that academies are well supported to deliver excellent outcomes for children and young people.

Representation, Partnerships and External Relations

- Represent the Trust externally and act as an ambassador for Wave, building and maintaining strong relationships with the Department for Education, Regional Directors, Local Authorities, safeguarding partners, schools, trusts, employers, community organisations and other key stakeholders.

- Develop strategic partnerships with mainstream schools, further education providers, alternative provision and specialist settings to enhance opportunities, share expertise and strengthen educational outcomes.
- Promote the Trust's values, reputation and strategic priorities, whilst ensuring open, transparent and effective communication with external agencies and partners and supporting the Trust's influence within the wider education system.

Working with colleagues and other relevant professionals

- Communicate effectively with other staff members
- Understand their role in order to be able to work collaboratively
- Collaborate and work with colleagues and other relevant professionals within and beyond the Trust
- Develop effective professional relationships with colleagues
- Establishing constructive relationships and communicating with other agencies & professionals

Trust-wide organisation, strategy and development

- Contribute to the development, implementation and evaluation of the Trust's Five Year Plan, policies, practices and procedures, so as to support the Trust's values and vision

Health and safety

- For lone working, ensure that you have read the appropriate policy
- Keep yourself safe
- Employees are required to work in compliance with the Trust's Health & Safety Policies and under the Health and Safety At Work Act, ensuring the safety of all parties they come into contact with, such as members of the public, in premises or sites controlled by the Trust

Professional development

- Help keep own knowledge and understanding relevant and up-to-date by reflecting on own practice, liaising with your line manager, and identifying relevant professional development to improve personal effectiveness
- Take opportunities to build the appropriate skills, qualifications, and/or experience needed for the role, with support from your line manager
- Take part in the Trust's appraisal procedures

Personal and professional conduct

- Uphold public trust in the education profession and maintain high standards of ethics and behaviour, within and outside Wave

- Have proper and professional regard for the ethos, policies and practices of the Trust, and maintain high standards of attendance and punctuality
- Demonstrate Wave's Values, to develop and sustain effective relationships with the education community
- Respect individual differences and cultural diversity

Please note that this is illustrative of the general nature and level of responsibility of the role. It is not a comprehensive list of all tasks carry out. The postholder may be required to perform other duties appropriate to the level of the role, as directed by the Principal, SLT or line manager.

Wave Multi Academy Trust is committed to safeguarding and promoting the welfare of children and young people and all staff must ensure that the highest priority is given to following the guidance and regulations to safeguard children and young people. All staff are to have due regard for safeguarding and promoting the welfare of children and young people and to follow the child protection procedures adopted by the Trust

Person Specification

ATTRIBUTES	ESSENTIAL	DESIRABLE
Relevant Experience	• Successful experience as a Headteacher, Executive Principal, Director of Education or equivalent senior educational leadership role. • Significant experience of leading improvement across multiple schools, academies or educational settings. • Experience of developing and delivering strategic educational improvement programmes. • Experience of leading, managing and developing senior leaders. • Experience of holding school leaders to account for performance whilst providing effective support and challenge. • Experience of organisational change management and improvement.	• Experience within a Multi Academy Trust executive leadership role. • Experience of leading across alternative provision, specialist and/or SEND settings. • Experience of Trust growth, due diligence and organisational integration. • Experience of working with regional and national educational organisations. • Experience of supporting schools through inspection and regulatory review processes.

	• Experience of quality assurance, review, evaluation and self-improvement processes. • Experience of working effectively with governance structures, trustees or equivalent boards. • Experience of driving cultural change and organisational development.	
Education and Training	• Qualified Teacher Status. • Degree level qualification. • Recent participation in a range of relevant professional training.	• NPQH • Masters/Postgraduate degree • NPQEL
Knowledge and Understanding	• Extensive knowledge of educational leadership and school improvement. • Detailed understanding of the Ofsted framework and inspection expectations. • Deep understanding of curriculum development, teaching, learning and assessment. • Thorough understanding of safeguarding legislation, statutory guidance and best practice, including Keeping Children Safe in Education and Working Together to Safeguard Children. • Strong understanding of inclusion, SEND, alternative provision and vulnerable learner provision. • Knowledge of effective leadership development, talent management and succession planning. • Understanding of governance, accountability and assurance within a Multi Academy Trust.	

	• Understanding of risk management, compliance and quality assurance frameworks. • Knowledge of evidence-informed practice and implementation strategies. • Understanding of the characteristics of high-performing and resilient school trusts	
Leadership Competencies	• Ability to provide strategic leadership across a complex organisation. • Ability to inspire, influence and motivate leaders and teams. • Ability to establish a culture of high expectations, accountability and continuous improvement. • Ability to challenge constructively while maintaining positive and productive relationships. • Ability to analyse complex data and use evidence to inform decision-making. • Ability to identify strategic risks and develop effective mitigation strategies. • Ability to communicate clearly and persuasively with a wide range of audiences. • Ability to lead organisational change and secure stakeholder commitment. • Ability to think strategically while maintaining a focus on operational delivery and impact.	
Personal Attributes	• Demonstrates unwavering commitment to improving outcomes for children and young people. • Acts with integrity, professionalism and sound judgement.	

	• Models ethical leadership and the Nolan Principles of Public Life. • Resilient, adaptable and able to operate effectively in complex and challenging environments. • Collaborative and relationship-focused whilst maintaining high levels of accountability. • Strong emotional intelligence and self-awareness. • Ambitious for pupils, staff and communities. • Committed to inclusion, equity and social justice. • Visible, credible and values-led leader.	
Any Additional Factors	• Regular access to a car. • Current driving licence. • Motor insurance certificate with Business use.	