



Deputy Director of Education  
Performance and Standards  
Teacher Pay: Leadership 24 – 28



## Trust Charter

At Bradgate Education Partnership as colleagues we are, **ambitious, collaborative and ethical** therefore as a Trust community we will:

- Prioritise safeguarding
- Collaborate with each other
- Work smart
- Support each other
- Meet and communicate effectively
- Provide and seek out professional development
- Strive for excellence

## Employee Responsibilities

- Make safeguarding children a priority;
- Truly support the values, mission and purpose of the Trust – demonstrate and role model this commitment in everything that you do;
- Understand and comply with relevant policies and procedures
- Be aware of and support difference and ensure equal opportunities for all;
- Commitment to develop own professional skills;
- Work co-operatively as part of an immediate and wider team to aid effective working practices and a good quality education to the pupils within our Trust;
- Undertake any other duties which may reasonably be regarded as within the nature of the duties and responsibilities/grade of the post as defined.

## Job Purpose

The Deputy Director of Education will report directly to the Director of Education to support the leadership and implementation of the Education Strategy, specifically performance and standards.

## Relationships

The Deputy Director of Education will be responsible to and report to the Director of Education. The following relationships will also need to be formed:

- **Executive Leadership Team** – Form close working relationships with the ELT to ensure that the leadership of the Trust is positive and in the best interests of the children and communities we serve.
- **Education Team** – Form close working relationships with colleagues within the Education Team working specifically and generally across the strategic plans of the Trust.
- **Central Team** – Work closely with colleagues within the central team to ensure collaboration is in place.
- **Head Teachers** – Form excellent working relationships with Trust Head Teachers undertaking the line management of a group of Headteachers in line with Trust structures.
- **Teaching & Support Staff** – Form excellent working relationships with Trust colleagues, role modelling at all times and ensuring that collaborative working is embedded at every level.
- **Trustees** – Report to the Board of Trustees in matters as required
- **External Stakeholders** – Form professional working relationships with the stakeholders as required



## Specific Responsibilities

### Performance and Standards

- Support the Directors of Education in providing strategic leadership of the Trust's Education Strategy ensuring that it is implemented and embedded across schools specifically in relation to performance and standards.
- Where data analysis has been undertaken, address this and support Head Teachers and Senior Leadership Teams in implementing strategies for improvement in line with the strategic direction of the Trust
- Undertake the line management of a group of Head Teachers. Provide strategic leadership and accountability of these groups.

### Safeguarding

- Ensure that Safeguarding is priority across the Trust
- Ensure that the Trust's Safeguarding Strategy is embedded across the Trust
- Ensure that safeguarding procedures are well managed and implemented at each school, in line with KCSIE and other local and national publications (e.g. Ofsted)
- Understand, lead and develop effective attendance and welfare systems across the Trust

### Strategic Development

- Support the Directors of Education in the strategic and long term planning of the development of the Education Strategy and its implementation
- Support the Executive Leadership Team in shaping the educational strategic vision for the Trust, working closely with the Head Teachers to implement the direction of travel
- Work with the Directors of Education and Head Teachers to monitor and evaluate the academic performance, leadership and management of academies

### Applied Knowledge and Expertise

- Apply experience in the leadership of schools to school improvement planning, due diligence, intervention and the development of school leadership teams
- Under the direction of the Directors of Education undertake school appraisal meetings and other assessment activities that quality assure the work of our schools
- With the Head Teachers, ensure that the curriculum is broad, balanced and effective, within Trust parameters, while ensuring local flexibility
- With the Directors of Education support the preparing of schools for Ofsted inspections, as well as demonstrate a detailed knowledge of the inspection framework and practices in order to improve the standards in schools
- Utilise in-depth knowledge and experience of working in the educational sector to deliver quality assurance and support the design of intervention strategies to improve academic standards and outcomes
- Apply experience in change management and leadership training to target improved performance
- Apply knowledge of educational assessments to support the delivery of consistent pupil assessment and achievement initiatives and programmes
- Take the lead on the analysis and presentation of key data sets to stakeholders and develop and implement strategies that respond to the data and information that we have available to us

### **Decision Making and Problem Solving**

- Support and work towards the aim that all schools maintain at least a 'good rating', with the goal of eventually becoming 'outstanding'
- Support the Directors of Education in leading transformational change both strategically and operationally in schools
- Support the Directorss of Education in the the Trust's Governance model ensuring that Local Advisory Boards are operating within their remit, supporting Head Teachers to implement the Trust's Governance framework and processes effectively

### **People Leadership/Development**

- Support the Executive Leadership Team in driving a culture of high expectations, supporting school leadership teams to improve standards across all departments
- Support the Directors of Education in ensure that Head Teachers are supported through significant transformational change projects
- Ensure that Head Teachers receive the appropriate leadership training and continue to develop their practices in line with the Trust's Mission, Vision and Values
- Work with Head Teachers to recruit staff of the highest quality across the group
- Create a climate where Head Teachers are empowered to achieve success through appropriate delegation of responsibility and accountability in a supportive environment
- Support the development of talented and motivated senior leadership teams to drive the schools forward
- Promote a positive culture throughout the organisation and adopt behaviours that exemplify the Trust's values
- Undertake the performance management of a group of Head Teachers, setting targets and development programmes and encouraging continuous professional development
- Support the Trust's HR Team in any people initiatives/case management as required

### **Influencing and Managing Relationships**

- Nurture robust, open and effective relationships with all parties across the Trust and during line management with Head Teachers
- Coach, mentor, support and develop leaders within the Trust so that they can achieve the identified priorities for their schools
- Foster a culture of collaboration by creating networks and opportunities for academies within the group to engage with other schools in the local and Trust communities to build effective extended learning communities
- Facilitate the partnership and networking of Head Teachers to share and promote best practice and to support each other with challenges
- Through effective and emotionally intelligent leadership motivate Head Teachers and Senior Leadership Teams across the sector to generate a positive, can-do, solution-focused, shared culture and positive mindset



## The Person



Signed Declaration:

I have read, understood and agree with the contents of the job description:

Name: .....

Signed: .....

Date: .....