

JOB DESCRIPTION

Job Title: Deputy Principal

Location: Engineering UTC Northern Lincolnshire

Pay Grade & Range: Dependent upon experience

Responsible to: Principal

Vision and Purpose

1. To assist the Principal, as a member of the Senior Leadership Team, in ensuring that the aspirational aims and objectives of the UTC are achieved.
2. To assist the Principal in leading, planning and managing the successful delivery of the UTC vision so that individual students' achievements (academic and pastoral) meet or exceed expectations and that the highest possible standards are secured amongst students and staff.
3. To share direct accountability for the successful delivery of the vision for the UTC as a whole.
4. As a member of the Senior Leadership Team take a corporate view of policy implementation to establish and participate in quality assurance procedures for all aspects of the work of the UTC.
5. To ensure that the UTC is always presented positively within and beyond the UTC.
6. To assist the Principal by providing strategic leadership and direction to the UTC and its community.
7. To play a lead part in the wider community of the UTC.

Accountable for

- Deputising for the Principal when required and represent them at meetings within or outside the UTC when required.
- Working with the Principal to develop and manage processes, systems and policies to ensure the smooth day-to-day running of the UTC.
- Working with the Principal in establishing and monitoring the quality assurance procedures for all aspects of the UTC's work to ensure that:
 - The work of the school is informed and supported by all stakeholders including:
 - i. staff
 - ii. governors
 - iii. students (student voice)
 - iv. parents

- v. external providers/agencies
- vi. the local community (including business interests)
- There is high a quality of extended provision and the school also provides a high quality learning resource for the local community;
- All staff adhere to the UTC's policies.

Performance Management

Participate in the UTC's arrangements for performance management, professional development and the UTC's arrangements for quality assurance and internal verification.

Context

All staff are part of a whole UTC team. Each individual is required to support the values and ethos of the UTC and UTC priorities as identified in the School Improvement Plan. This will mean focusing on the needs of colleagues, parents and students and being flexible in a busy pressurised environment.

Due to the nature of this job, it will be necessary for the appropriate level of Criminal Record Disclosure to be undertaken. Therefore, it is essential in making your application you disclose whether you have any pending charges, convictions, bind-overs or cautions and if so, for which offences. This post will be exempt from the provisions of Section 4, (2), of the Rehabilitation of Offenders 1974 (exemptions) (Amendments) Order 1986. Therefore, applicants are not entitled to withhold information about convictions which for other purposes are "spent" under the provisions of the Act, and, in the event of the employment being taken up, any failure to disclose such convictions will result in dismissal or disciplinary action by the school. The fact that a pending charge, conviction, bind-over or caution has been recorded against you will not necessarily debar you from consideration for this appointment.

This statement is in addition to, and an amplification of, the duties and responsibilities laid down in the National Conditions of Service. The post is at a Leadership level and therefore comes under contractual responsibilities.