

Job description

1. Help to identify school improvement needs through regular communication with schools and through the quality assurance (QA) programme and plan the next steps needed to improve schools:
 - Have excellent relationships with school leaders and staff across the Trust
 - Use these relationships to have a thorough understanding of schools' strengths as well as areas where they need more support
 - Make sure QA activities happen according to the QA timetable with appropriate people carrying out the reviews
 - Check that the recommendations from each QA activity are acted on in a timely manner
 - Ensure the outcomes of QA activities are reported to Trustees and LGBs
 - To help plan the subsequent improvement actions identified through QA or through conversations with schools

2. Support schools to improve
 - To support schools to improve, directly using own expertise and through brokering support from others
 - Oversee the work of Trust Champions
 - Ensure the Trust Champions have the appropriate skills
 - Ensure the Trust Champions covering the areas needed to ensure high quality school improvement
 - Manage the work of the Trust Champions to ensure appropriate and timely placements in schools
 - To monitor the implementation of the improvement actions

3. Ensure that trust-wide professional development opportunities for teachers are effective:
 - Oversee the leadership networks, ensuring there is at least 85% attendance and the meets are valued by subject leads
 - Liaise with headteachers to ensure there is an overview of school specific professional development
 - Work with the COO to ensure delivery of relevant parts of the People Strategy
 - Play a lead role in organising the annual trust-wide training day

4. Maximise pupil outcomes
 - Ensure schools engage with and benefit from the Insight and PiXL
 - Oversee Assessment Accuracy Checks and ensure 85% attendance of teachers across the Trust
 - Ensure there are termly progress checks with each headteacher to monitor progress towards pupil outcome targets

5. Ensure compliance with DfE expectations
 - Ensure compliance with websites, music plan, PE and sport, Pupil premium, curriculum and other areas as expectations change

6. Promote the success of Odyssey Collaborative Trust
 - Promoting the benefits of being part of the Trust to outside schools
 - Developing productive links with civic stakeholders
 - Making a significant contribution to the Trust living its agreed culture and achieving its stated vision.
 - Be a trusted source of reliable advice and assistance to headteachers and other leaders