



INFORMATION FOR CANDIDATES

Tove Learning Trust Central Team Director of Education

Salary: Competitive

Location: TLT school in Northamptonshire/Milton Keynes

"Tove Learning Trust is committed to safeguarding and promoting the welfare of children and young people and requires all staff and volunteers to demonstrate this commitment in every aspect of their work."

WELCOME FROM DR JAMIE CLARKE

Chief Executive Officer, Tove Learning Trust



A very warm welcome to Tove Learning Trust. On behalf of the Board, I would like to thank you for your interest in the exciting role of Director of Education. I hope that after reading this information and conducting your own research, you will feel inspired to take your interest further.

This pivotal role has become available due to the upcoming retirement of Jane Burton, a highly regarded leader within our trust. Almost all our executive and wider executive team members are former highly successful headteachers, ensuring a wealth of experience and expertise within our leadership.

Tove Learning Trust is a growing and dynamic multi-academy trust committed to transforming the educational landscape for our pupils. We currently oversee ten secondary schools and five primary schools, including two alternative provisions at both primary and secondary levels. Many of our schools serve deprived communities that have historically struggled with generations of underachievement. However, under Tove Learning Trust's leadership, every school inspected has received no less than a 'Good' rating for Leadership and Management—a clear testament to our sustainable approach to school improvement.

At the heart of Tove Learning Trust is our unwavering commitment to improving educational outcomes for all pupils, regardless of background. We believe in strong leadership, continuous professional development, and evidence-based interventions to drive positive change. Our lean executive team ensures that every action contributes meaningfully to our mission, making a tangible difference where it matters most.



As Director of Education, you will:

- Help to develop and shape the strategic direction of the trust.
- Provide strategic leadership across a group of schools, ensuring high standards of teaching, learning, and outcomes.
- Work closely with school leaders to drive sustainable school improvement.
- Lead on a trust-wide area of responsibility, contributing to our overarching vision and strategy.
- Support and challenge our schools, ensuring all pupils receive an outstanding education and leave school with a love of learning that sets them up for future success.

We are seeking an inspirational and energetic leader who can build on our successes and take Tove Learning Trust to the next level. The successful candidate will:

- Have a proven track record of school improvement and leadership at a senior level.
- Be committed to raising educational standards and closing achievement gaps.
- Possess the ability to inspire, challenge, and support school leaders to achieve excellence.
- Have a strategic mindset and the ability to drive sustainable, impactful change.

If you feel you have the skills, expertise, and passion to take Tove Learning Trust forward, we would love to hear from you. This is a fantastic opportunity to make a significant difference in the lives of thousands of children, ensuring they leave school prepared for a successful future.

We wish you the best of luck with your application.

Dr. Jamie Clarke

Chief Executive Officer, Tove Learning Trust

WELCOME FROM CHRIS WATT

Chair of Trustees



Thank you for your interest in the position of Director of Education at Tove Learning Trust. I have had the privilege of serving as Chair of Trustees since the trust's inception in 2016, and I am incredibly proud of what we have achieved so far.

This recruitment pack provides an insight into our trust, our values, and what we are looking for in our next Director of Education.

Tove Learning Trust is a diverse and dynamic family of schools. Many of our schools serve communities that have historically faced educational challenges, and we are committed to ensuring sustainable school improvement. We firmly believe that headteachers are the driving force behind school success. Our Executive Team, including the Director of Education posts, is central in keeping the focus firmly on education. Our philosophy of aligned autonomy ensures that while schools have the freedom to make decisions, they must also meet our high expectations. This balance fosters strong leadership and allows for innovative and tailored approaches to improvement.

Our staff, at over 1700, are keen to ensure that pupils achieve well and have great experiences in our schools.

We are lucky to have so many driven and talented people making a difference to the lives of children on a daily basis.

You will be supported by a committed trust. We recognise the absolute need for strong leadership and value this highly. Given the size of our trust, it does mean that there are a wide range of opportunities and experiences in our family of schools.

If you have what it takes to deliver excellent leadership, we would love to hear from you and hope that you take the time to apply for this rewarding position.

I look forward to hearing from you.

Chris Watt

Chair of Trustees

Welcome to Tove Learning Trust

Tove Learning Trust (TLT) was founded in 2016 at Sponne School in Towcester, Northamptonshire. Since its establishment, the trust has seen remarkable growth, positively transforming the education of thousands of students. Over the past nine years, TLT has expanded its reach to encompass 15 schools, including nine secondary schools, four primary schools, and alternative provisions. These are spread across two regional hubs in Northamptonshire and Milton Keynes, as well as the West Midlands.

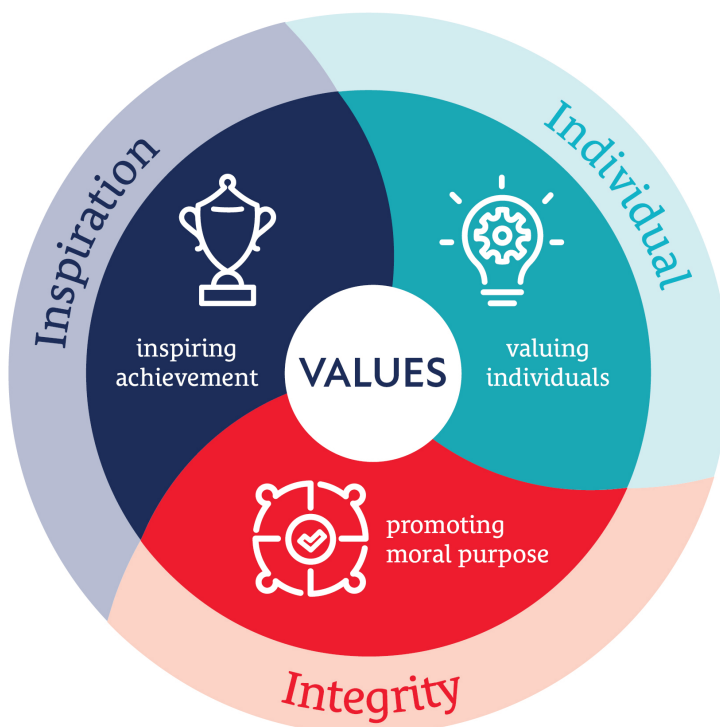
As a family of academies, the Tove Learning Trust is dedicated to inspiring education that leads to outstanding outcomes. We strive to ensure every student achieves their full potential by fostering stimulating environments where children can grow, develop, and flourish.

Collaboration lies at the heart of our philosophy, with our schools and teaching staff sharing best practices to strengthen their expertise, deliver exceptional teaching, and enrich pupil outcomes. This approach is supported by our small, focused central team and a committed Board of Trustees, all working towards the common goal of excellence.

We value the unique differences and identities of every pupil, viewing these attributes as strengths to build upon. Each school within our trust proudly upholds its individuality, values, and ethos, which we nurture and safeguard, ensuring their core beliefs remain unchanged.

Our vision is to create academies that are vibrant communities of learning, where students are empowered to thrive and succeed.

Our outcomes in the vast majority of our schools exceed national expectations and many of our schools are rated good (overall or for quality of education and leadership and management) or better by OFSTED.



Aim

Our aim is to make each school a safe environment for our students, equipping them with the confidence they need to be successful, resilient and respectful members of society.

Purpose

Tove Learning Trust has a clear moral purpose. We are here to serve pupils and to help them in their future life chances through really strong educational and wider life experiences.

Vision

To ensure that all students in the trust schools are provided with inspiring educational experiences that lead to outstanding outcomes.

Why work for Tove Learning Trust?

As an employer of choice, we recognise every colleague is an individual, we value diversity, and work as a team to remove barriers to equity. We know that when you are 'the best you', whatever your role is with the trust, you will transform pupils' lives.

We offer rewarding career opportunities for both new and existing employees and are proud of our links with the Grand Union Teacher Training Partnership and our strategic partnership with a regional Teaching School hub. This offers first-class training and development opportunities within the MAT, including an outstanding induction year for all early career teachers. Our support network benefits all of our schools, pupils and employees.

Come and join the Tove Learning Trust family and become part of our exciting journey.



EMPLOY
OVER
1,700
STAFF



EDUCATE
OVER
12,200
PUPILS

Employee Benefits:

- ✓ Teacher & support staff pension schemes
- ✓ Continuous Professional development (CPD)
- ✓ Training School Alliance
- ✓ Networking opportunities
- ✓ Specsavers eyecare voucher
- ✓ Flu vaccine
- ✓ Employee Assistance Programme (EAP)
- ✓ Medicash - Health Cash Plan:
 - 24/7 GP Appointments & prescription services
 - Dental treatment
 - Optical care
 - Physiotherapy
 - Skinvision - skin health tracker
 - A range of essential healthcare expenses
 - Exclusive discounts on shopping & travel

TOVE LEARNING TRUST SCHOOLS

Northamptonshire and Milton Keynes

- CE Academy
- Elizabeth Woodville School
- Huxlow Academy
- Knowles Primary School
- Lord Grey Academy
- New Horizons Academy
- Rushden Academy
- Sponne School
- Stantonbury School
- Water Hall Primary School
- Whitefriars Primary School
- Wootton Primary School

West Midlands

- Grace Academy Coventry
- Grace Academy Darlaston
- Grace Academy Solihull

Inspiring education that leads to outstanding outcomes

Director of Education Job Advert



JOB CONTEXT

Are you an ambitious and visionary leader passionate about driving educational excellence? Tove Learning Trust is seeking an outstanding Director of Education to shape the future of our large and growing multi-academy trust.

THE ROLE

This pivotal opportunity has arisen due to the retirement of Jane Burton, a highly respected leader in our trust. As Director of Education, you will:

- Shape and drive the strategic vision of the trust
- Provide exceptional leadership across our schools, ensuring high-quality teaching and learning
- Work collaboratively with headteachers to embed sustainable school improvement
- Lead a trust-wide area of responsibility, influencing the education of thousands of children
- Challenge and support schools to maintain excellence and innovation.

WHO WE ARE LOOKING FOR

We are searching for an inspirational and dynamic leader with:

- A proven track record of school improvement and senior leadership experience
- A deep commitment to raising educational standards and closing achievement gaps
- The ability to inspire, challenge, and develop school leaders
- A strategic mindset with the expertise to drive sustainable change.

WHY JOIN US?

- Be part of a forward-thinking, impact-driven trust
- Work within a leadership team of experienced and successful former headteachers
- Shape the future of education for thousands of children
- Access a broad network of professional growth opportunities.

Training and development opportunities will be offered. All staff are encouraged to study further, and the trust will actively support staff to obtain relevant further qualifications where possible.

Candidates must be eligible to live and work in the UK and hold a current driver's licence.

Director of Education Job Description

JOB CONTEXT

The Director of Education is a lead professional and significant role model within their wide sphere of influence both in Tove Learning Trust (TLT) and beyond. They will proactively promote and demonstrate TLT's vision and values respecting cultural diversity within contemporary Britain. The values and ambitions they display will help determine the achievement of academies and their pupils, as well as ensuring high expectations and aspirations are promoted for all – staff, pupils, governors and communities.

The Director of Education is accountable for ensuring the educational success of individual schools within the overall framework of the TLT approach to school improvement and its quality standards, as well as the individual academies' strategic plans. They are responsible for providing support and challenge to each academy's Headteacher and Local Governing Body across all aspects of their work. They should create a culture of constant improvement and be an inspirational leader, committed to the highest achievement for all schools they lead. The Director of Education will have line management responsibilities for the Headteacher working closely with the Local Governing Body and the CEO.



Key Responsibilities

- To be responsible for the long term strategic direction of named schools leading to exemplary educational experiences for pupils
- Coordinate the strategy of the named schools as they grow, develop and improve
- Determine the consistency of the educational practice
- Liaise with the CEO, local governing body and trustees where appropriate
- Set the proposed budget for each named school
- Act as a mentor, line manager and be the appraiser to the headteachers in the named schools
- Ensure appropriate CPD is in place for the senior leaders in the named schools including the sharing of best practice between colleagues in the Trust
- To ensure that each academy has a detailed, strategic and tactical plan for raising standards that aligns with the ambitious objectives of the trust
- To support these headteachers to deliver these development plans by providing strategic and operational support
- To work alongside headteachers and colleagues to develop professional practice leading to improved outcomes that are very strong for all students
- To work with the Trust Strategic Data Manager to align our assessment processes and practices across the trust, ensuring the same method and methodology is used with data collection and interpretation
- To provide stakeholders with analysis and evaluation of real time data, highlighting areas of strength that might be deployed to support other schools and areas for support where greater progress is required
- To brief and advise headteachers, senior leadership teams, Local Governing Bodies/AIBs and the Trust Board as required with any aspect of pupil/academy performance in these schools
- To take the lead on a trust-wide aspect.

Director of Education

Job Description continued

Strategic Leadership

- Leading by example, provide dynamic, consistent and motivational leadership, ensuring the successful delivery of the vision, ethos, aims and objectives of the academies and of TLT
- Demonstrate commitment to the TLT Quality Standards and their implementation
- Gain commitment to the need for improvement, creating an environment of high expectations, creativity and aspiration
- Work with each headteacher and the Local Governing Body, and under the guidance of the CEO, develop the shared vision and strategic plan for the academies, which is responsive to the communities they serve. At the core of this should be the educational and personal development of the pupils in line with the ethos and values of TLT
- Ensure strategic plans identify targets for ensuring that pupils achieve high standards and make progress, increasing teachers' effectiveness and securing rapid school improvement
- Critically evaluate each academy's performance and ensure performance targets are achieved including those in vulnerable groups
- Provide the appropriate level of challenge and support for leaders that leads to strong outcomes for all pupils
- Work with political and financial astuteness to plan for the future needs and further development of the named schools
- Establish collaborative and open relationships with all stakeholders and particularly Local Governing Bodies
- In conjunction with the headteacher at each named school, secure the commitment of parents and the wider community to the vision and direction of the academies and the Trust
- Ensure regular, open communication with the CEO and TLT Trustees to enable the Board to meet its responsibilities.

Quality Assurance

- Work with the Trust Data Strategic Manager to establish trust-wide methodologies for target setting for pupils and to work towards a common set of standards of practice with classrooms
- To act as a lead practitioner
- To provide the CEO and the Board of the Tove Learning Trust assurance in the data collection and projections for pupil outcomes
- To work with middle leaders to identify potential areas of underachievement early and to direct support/intervention as required
- To produce reports for the CEO and Trust Board as required.



Director of Education

Job Description continued

High quality Learning and Teaching

- Ensure academies engage the learner through creating effective, interesting and relevant teaching and learning with well-qualified and creative teachers and support staff
- Ensure curriculum intent is established in all curriculum areas and that this is challenging, progressive and well sequenced. This must enable pupils to know and remember more routinely
- Secure and sustain effective, high quality teaching and learning by ensuring each headteacher has in place sound strategies for monitoring and evaluating the quality of teaching and standards of pupils' achievement, using benchmarks and setting targets for rapid improvement of all pupils including those in vulnerable groups
- Ensure that robust assessment data analysis is used to set challenging targets
- Through robust and effective monitoring and evaluation, identify and act on areas of improvement in relation to the curriculum and assessment
- Ensure that a high quality educational experience is available for all pupils (whole-person as well as academic).
- Promote excellence in spiritual, moral, social and cultural education and development for all children
- Ensure that effective and appropriate pastoral support is available to pupils in the academies
- Develop an inclusive and supportive approach so that each academy is a place where all children and the wider school community feel welcome
- Secure approaches to behaviour that are based on the best restorative practices.

Curriculum

- To liaise with headteachers and senior leaders to ensure delivery of an appropriate, comprehensive, high-quality and cost effective curriculum models which compliments academy improvement plans and leads to excellent outcomes for learners
- To facilitate professional dialogues and discussions as well as disseminating best practice across the Trust through meetings and exemplar leadership
- To monitor and respond to developments at a national level
- Organise CPD for teams as required with headteachers and the CEO.



Director of Education

Job Description continued

Systems and process

- Ensure TLT and academy priorities are consistently and effectively implemented and the impact monitored for pupil attendance, progression and achievement
- Secure robust academy self-evaluation and quality assurance procedures
- Working with the headteacher and local governing body, advise TLT Trustees on the formulation of the annual budget in order that the academy secures its objectives
- Ensure regular monitoring of the budget and the oversight of the use of resources in order to ensure that each academy meets its objectives
- Manage financial and other resources and risk effectively in accordance with Trust procedures
- Work with the headteacher and TLT colleagues to recruit and retain staff of the highest quality
- Develop a culture of personal responsibility that recognises both excellence and supports appropriate strategies to deal with underperformance in accordance with Trust Appraisal and Capability policies and procedures
- Ensure that each academy headteacher has clearly defined responsibilities and accountabilities in place for all staff
- Oversee the implementation of TLT policies and procedures ensuring consistent application and monitoring for impact
- Ensure agreed reporting mechanisms are effectively in place for each academy Local Governing Body and TLT Board
- Work with TLT colleagues, the headteachers and school business managers to maximise the level of external funding that is attracted to support each academy's development.



Director of Education

Job Description continued

The self-improving school system

- Treat everyone within each academy fairly and equitably demonstrating our core values such as respect, forgiveness, justice and humility
- Motivate and enable all staff to carry out their respective roles to the highest standard, through high quality continuing professional development based on assessment of needs and identified through the appraisal process
- Maximise CPD and sharing of best practice opportunities to support senior leaders in their leadership development
- Develop leadership capacity at all levels, through coaching and other appropriate means
- Support each academy to establish strong middle leadership roles within a distributed leadership structure
- Ensure staff across TLT academies have opportunities for career development and develop processes to grow our own talent
- Keep abreast of educational developments and best leadership practice in order to introduce appropriate innovation
- Develop strong, positive relationships with colleagues in TLT, and contribute to collaborative work across academies and support other staff in participating in Trust work
- Participate in Trust wide activities in order to share best practice, contribute to the development of Trust strategies and policies and promote the academies and the Trust in a local and national context
- Provide advisory support to other TLT academies as required.

In addition you will:

- Support the delivery of the Trust's improvement strategy
- Ensure lines of communication are clear with academies and appropriate members of TLT
- Always follow the Trust's policies and procedures
- As required by the Chief Executive Officer, represent the Trust at meetings with the DfE, Ofsted, Local Authorities and other colleagues and organisations
- Demonstrate a positive commitment to equality and diversity
- Contribute to building the Trust service culture and team ethos
- Contribute to the development of the Trust's strategic plan
- Support the implementation of procedures which manage complaints including managing those related to safeguarding
- Any other duties commensurate with the role.



Tove Learning Trust expects its employees to work flexibly within the framework of the job description. This means the post holder may be expected to carry out work that is not specified in the job description but which is within the remit of the role, duties and responsibilities.

Director of Education Person Specification

The post-holder will already have been a successful senior leader with a proven track record of raising standards.

EDUCATION AND QUALIFICATIONS	ESSENTIAL	DESIRABLE
A degree in a relevant subject	✓	
PGCE (or equivalent teaching qualification)	✓	
Evidence of recent and relevant continuing professional development	✓	
Further completed professional study		✓
LEADERSHIP		
Be fully committed to the vision of the Trust and promote its aims positively	✓	
To be fully committed to achieving the highest of standards and best practice across all aspects of the Trust	✓	
To be fully committed to change and able to adopt and promote a forward thinking and innovative approach to continuous improvement	✓	
Evidence of leading on initiatives which has led to raising standards strongly	✓	
Evidence of successful experience at senior leadership level	✓	
EXPERIENCE		
Secondary or primary school at very senior leadership level (ie. headship) or equivalent	✓	
Evidence of leading significant aspects of whole school development and securing improvement	✓	
Evidence of implementing and managing change successfully at whole school level	✓	
Evidence of significantly improving results for a wide range of pupils	✓	
Evidence of leading significant change at senior leadership level and securing improvement	✓	
Experience of leading on successful curriculum development	✓	
Experience of undertaking school self- evaluation processes	✓	
Evidence of identifying priorities and creating robust improvement plans	✓	
Successfully leading and managing teams	✓	
Experience of data management to demonstrate progress	✓	
Experience of delivering training and development programmes to staff	✓	
Working successfully in partnership with other educational institutions or agencies	✓	
Experience of a successful Ofsted inspection	✓	
Evidence of highly successful experience teaching across the ability ranges		✓

Director of Education

Person Specification continued

KNOWLEDGE	ESSENTIAL	DESIRABLE
A strong understanding of values-driven leadership leading to high performance and well-being of staff and pupils	✓	
An excellent knowledge of up to date classroom pedagogy	✓	
An understanding of the collection and use of data to inform targets and priorities, leading to improved outcomes	✓	
Committed to the safeguarding, safety and welfare of children and young people	✓	
Understanding of educational political governance		✓
PERSONAL QUALITIES AND SKILLS		
High level ICT skills	✓	
High level of communication and interpersonal skills	✓	
Be a good role model to staff: flexible, enthusiastic, optimistic, reliable and committed	✓	
Able to prioritise and manage own time highly effectively	✓	
Adopts a collegiate and collaborative approach to leadership	✓	
Very good emotional intelligence	✓	
A personal commitment to on-going professional development	✓	



How To Apply/ Recruitment Process

HOW TO APPLY/RECRUITMENT PROCESS

To apply, please forward a completed application form together with a supporting statement (no more than two sides of A4) outlining your suitability for the role and how you satisfy the Person Specification.

For candidates invited to interview, these responses will be explored further, together with the other elements of the person specification.

Please send your completed application by email to hr@tovelearning.org.uk

All applications will be acknowledged.

THE RECRUITMENT PROCESS

We will treat all enquiries, formal and informal, in confidence.

Should you have any queries or would like an informal, confidential conversation, then please contact Jim Parker, Deputy CEO, on 07850 855209 or email him at jparker@tovelearning.org.uk

CLOSING DATE
FOR APPLICATIONS

Tuesday
22nd April 2025

SHORTLISTING

Wednesday
23rd April 2025

INTERVIEWS

Monday
28th April 2025

Tove Learning Trust is committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment. The post is subject to an enhanced Disclosure and Barring Service (DBS) clearance check.

References will be taken up for all shortlisted candidates prior to interview. The trust reserves the right to research shortlisted candidates on social media platforms and the internet, and the recruitment panel may take this information into consideration during the recruitment process.



Tove Learning Trust, C/o Sponne School, Brackley Road, Towcester, Northamptonshire, NN12 6DJ

www.tovelearning.org.uk  ToveLearningTrust  ToveLearningTrust

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