



WORK WITH US

**BECKFOOT
TRUST**



September 2022
Candidate Pack
Director of Professional Growth

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WELCOME FROM OUR CEO

Thank you for your interest in the role of Director of Professional Growth at Beckfoot Trust.

This is an exciting time to join our Multi-Academy Trust. This is a key role for the right person and one that will involve working closely with me to meet our ambition of being in the top 10% of all MATs in the next 5 years. We know that this is an ambitious target, however, we fervently believe that our students and staff deserve nothing less. The successful applicant will be line-managed by me and will be developed in all aspects of leading and managing a highly successful MAT. The role will demand flexibility and the willingness to line-manage operational leaders and work on fast-paced sprints where necessary, to drive forward organisational improvement.

Our Trust is on a journey and this role will be both challenging and rewarding. We have a clear vision of what remarkable schools look like and we are explicit about what we align on and what makes us one trust. This clarity will allow us to grow in the future. I am personally obsessed with the 'front line' and also ensuring that everyone has the power to lead because of the clarity that we have around our principles of alignment. The successful candidate will have the humility to defer to the brilliance of others, yet enough resilience to make the most difficult decisions when necessary. Through exposure to all aspects of leading a MAT, the successful candidate will be best placed to make further career progression and formal training will also be available to support this.

I believe this is a unique opportunity for an experienced leader who has a passion for transforming organisations for the benefit of all. All our colleagues play a key part in making our mission a reality and this role is no different, it is though one that carries the privilege of responsibility.

We are holding a Meet the CEO online Teams event on Tuesday 20th September 5:15pm where you can find out more about the role.

If you wish to join the session, or you have any questions in relation to the role, please contact Jill Vinnicombe, Executive PA to the CEO on 01274 771444 Ext 19019 or by email at becjxv@beckfoot.org.

I look forward to hearing from you.



Shirley Watson

Chief Executive Officer

FOUR CRITICAL QUESTIONS

Beckfoot Trust was formed as a multi-academy trust in 2013. We are a family of 10 schools; 2 special, 4 mainstream primary and 4 mainstream secondary and we educate over 7000 young people and employ over 1000 staff. We are currently closely located in the Bradford District.

At Beckfoot Trust we understand that all healthy organisations have absolute clarity of purpose. Through precision of language, we are liberated to work together in an efficient and agile way as high performing teams. This is how we transform lives and create remarkable schools. To aid our clarity, we have answered four critical questions:

CREATING REMARKABLE SCHOOLS

1

Why do we exist?

To create remarkable schools where no child is left behind.

2

How do we behave?

We enjoy belonging to Beckfoot Trust.
We are all here to learn.
We are determined to succeed.

3

What do we do?

Craft purposeful, inclusive and motivational cultures with exceptional pedagogy at the heart.

4

How will we succeed?

Invest in people.
Implement strategy with rigour and clarity.
Demand remarkably high standards.



FIVE YEAR PLAN



CREATING REMARKABLE SCHOOLS

Embed an operating model that accelerates everyone's journey to remarkable.

Ensure alignment to our Trust principles, holding everyone to account with kindness and candour.

Become a nationally recognised 'people first organisation' where all belong.

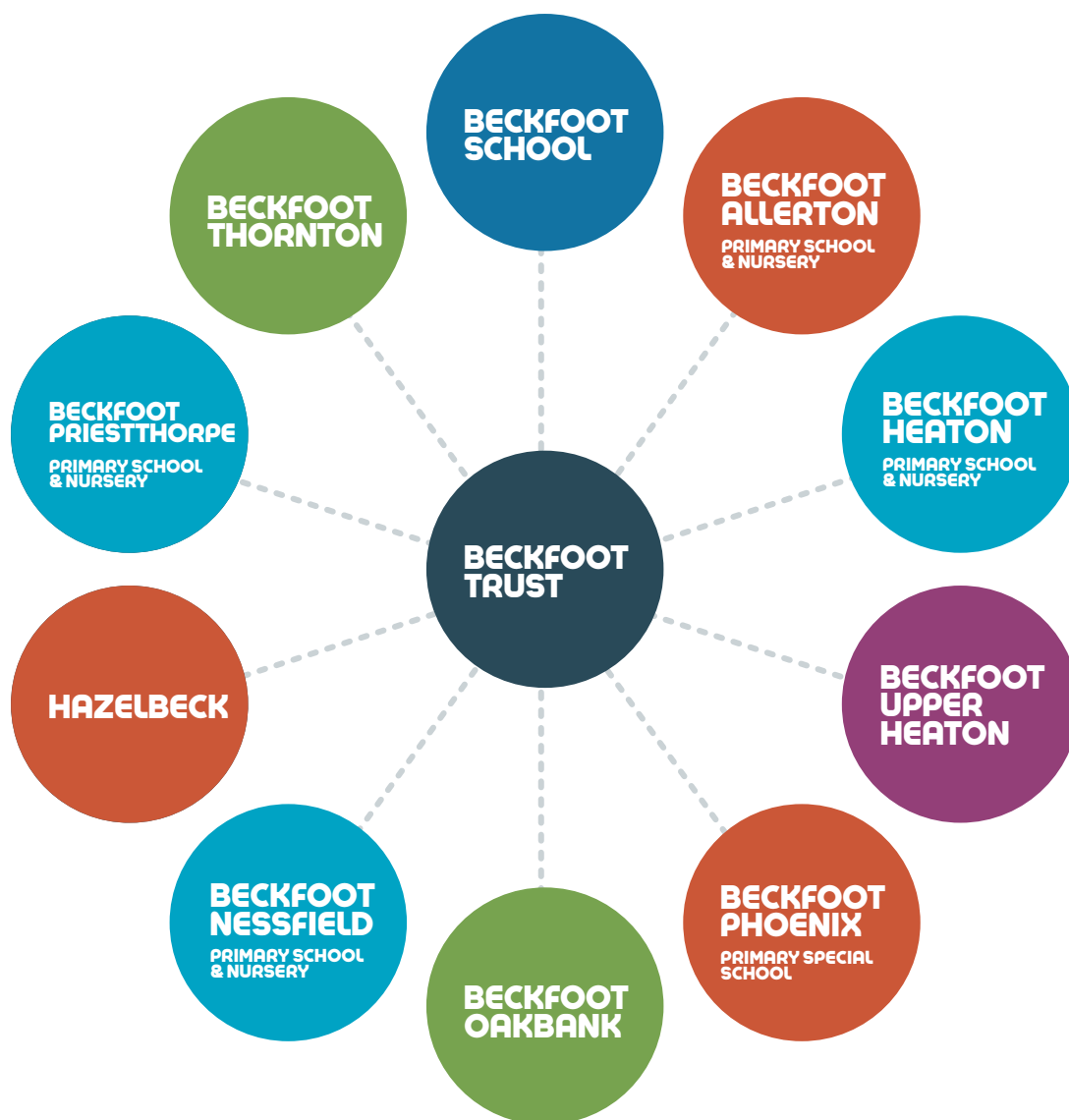
Put the research-informed inclusive (Beckfoot Trust) classroom at the heart of all we do.

All underpinned by plans and KPIs.

Top 10% of MATs nationally (5 years).

BECKFOOT TRUST SCHOOLS

Here is an introduction to all our schools. You can find out more about them individually by visiting their websites.





WORKING AT BECKFOOT TRUST

Working at Beckfoot Trust has many benefits, we are an employer that is committed to staff belonging and this means; a strong focus on investing in colleagues professional development, valuing staff voice, offering additional wellbeing support when necessary and constantly reviewing our conditions of service.

Professional Development

Professional development is a right for all colleagues in all positions. 1 of our 4 priorities is to 'become a nationally recognised people-first organisation' and 1 of our 3 strategic priorities is to 'invest in people'. We are all here to learn and in our trust we craft cultures where all are determined to succeed.

Staff Wellbeing

We know that clarity is vital for staff wellbeing and all of our schools are striving to make this a priority so that the cognitive load of colleagues is reduced. Additionally, we are working even harder to listen to the authentic voice of staff (and students). Working in education to transform lives is a privilege and we know that this can at times present challenges. We also know that there are times when individuals may need more support and that is why we offer our employees and their immediate families access to an Employee Assistance Programme (EAP). The EAP is a confidential employee benefit designed to help you deal with personal and professional problems that could be affecting your home or work life, your health or your general wellbeing. The EAP is available 24/7/365 to all colleagues and their immediate family and covers a wide range of subjects. Details can be found on our website. On joining Beckfoot Trust you will learn more about our People Charter.

Conditions of Service

Beckfoot Trust employs staff on nationally recognised terms and conditions. We work positively with trade unions. It is important to us that all our staff feel that they belong and are supported at work.



Sit like a Beckfooter

- Feet under, sit up
- Faced forward
- Equipment out
- Ready to respond



Speak like a Beckfooter

- Clear so all can hear
- Full sentences
- Use correct vocabulary
- Ready to build



Pride like a Beckfooter

- Take pride in your work every lesson
- Use the right equipment
- Single line through mistakes
- Ready to share

Elements of Act
↓
Tone.

WORKING AND LIVING IN BRADFORD

Five Reasons to Teach in Bradford from BradfordTeaching.org

<https://www.bradfordteaching.org/>

1. Demand for good quality teachers is high. We are the youngest city in England – almost a third of people living in Bradford are under 20 – so education is key to our future.
2. You'll get experience of working with different people and cultures in one of the most diverse cities in the UK. About half of our school students are from black, Asian or minority ethnic communities.
3. You'll find school leaders on a mission to deliver the best education possible to create life chances for young people. We have one of the first research schools in the country and strong multi-academy trusts, offering exciting career opportunities.
4. You will change lives here. About a quarter of our children are classified as living in poverty. If you believe that opportunity should never be limited by a child's family income, then we need your passion and your skills in Bradford.
5. We're a growing, ambitious city with an entrepreneurial spirit and a trend of educational improvement. Be part of our success story.

A Wonderful City to Live In

<https://www.visitbradford.com/visitor-information.aspx>

An award winning, cultural destination and one of the youngest, most vibrant places in the country. Combine a UNESCO City of Film and World Heritage Site with wild and beautiful moorlands, throw in world class artists such as David Hockney, and literary greats, The Brontës, couple that with a vibrant city, packed with heritage and fun things to do, and you have Bradford! With attractions such as Brontë Country, Keighley and Worth Valley Railway, the Cow and Calf rocks, Ilkley Lido, Salts Mill, the National Science and Media Museum, and the Alhambra Theatre, all just a short train journey apart; it's no wonder Bradford has been awarded the title 'Emerging Destination 2018' by the Luxury Travel Guide and voted City Of Culture 2025.

It is a cultural city with many attractions and an impressive history, which is reflected in the striking architecture found throughout. Take in the high profile exhibitions and interactive galleries at the National Science and Media Museum, which overlooks the multi award winning City Park, a beautiful water feature and an arena for a spectacular events programme throughout the year. Bradford city centre is home to the Alhambra Theatre and newly reopened St George's Hall. Both over one hundred years old, they offer a complementary mix of comedy and west end shows. Proud to have been one of the richest cities in the country due to its international recognition for wool, the Wool Exchange, built in the 19th Century, still shows the wealth and importance wool brought to Bradford through its architecture. Nowhere is this more evident than in Little Germany, a unique collection of 19th Century buildings, 55 of which are listed.

Travel and Transport Links to Get You Around

Getting to Bradford district couldn't be easier whether you choose to drive or use public transport. Once here you can travel around the district with a great range of public transport available connecting you to all the must see places.

APPLICATION AND SELECTION GUIDANCE

Safeguarding

Beckfoot Trust are committed to safeguarding and promoting the welfare of young people and we expect all staff to share this commitment. All posts are subject to the safer recruitment process including enhanced Disclosure and Barring Service Check.

We ensure our recruitment process is fair to all candidates. We ask all applicants to complete the Equal Opportunities monitor section of the application form so that we can continue to monitor and improve our recruitment process.

How to Apply

Vacancies with Beckfoot Trust are advertised on our website Beckfoot Trust - Current Vacancies.

Please complete the application form in full, ensuring you have provided full and accurate information including your education and employment history and any unpaid or voluntary work. Where there are gaps in your employment history, please explain why (e.g. gap year, career break).

Use the job description and person specification as a guide and give specific examples to demonstrate how well you match the requirements for this post. For example, if the advert asks for an impact statement, please include full details in your application.

Please note CV's are not accepted. Only fully completed application forms are to be submitted for shortlisting.

Shortlisting

Once the vacancy has closed a shortlisting panel will assess all applications against the agreed criteria. All applicants will be notified of the outcome.

In line with Keeping Children Safe in Education (KCSIE) 2022 we will be carrying out online checks and therefore we will be asking all shortlisted candidates to provide us with your social media handle(s).

Interviews

Shortlisted candidates will be invited to interview with details of the interview selection process.

References will be requested prior to interview. You must provide at least two references covering a minimum of a 5-year period, one of which must be your current or most recent employer.

Candidates will be asked to bring the following documents to interview:

- Proof of Right to work in the UK (details will be provided in the invite letter)
- Qualifications
- Change of name documentation, e.g. marriage certificate, adoption certificate (if adopted after the age of 10 years)

Appointment and Pre-employment Checks

Successful candidates will receive a conditional offer of appointment and will be subject to satisfactory pre-employment checks.

JOB DESCRIPTION

Role

Director of Professional Growth

School: Beckfoot Trust

Salary/Grade: L24-L28 (£74,295 - £81,942)

Reporting to: Chief Executive Officer

Corporate Responsibilities

- Carry out the responsibilities of the role in line with our mission and organisational values
- Work to the direction of the CEO in delivering the priorities on our 5 year plan
- Adhere to the principles of alignment in the One Trust Contract
- Ensure probity, propriety and adherence to the Nolan Principles both in your personal conduct and throughout the Trust
- Lead and uphold an individual and organisational commitment to safeguarding and promoting the wellbeing of children; being hyper-vigilant in all interactions with students and adults
- Comply with all policies, procedures, working practices and regulations, in particular, Child Protection, Equality and Diversity, Health and Safety, Confidentiality, Data Protection, Financial Regulations in line with our Scheme of Delegation
- Contribute to a culture of relentless improvement, where feedback is a gift
- Carry out any reasonable duties as requested by the CEO and or Trust Board

This role involves engaging with students of all ages and need in regulated activity relevant to children. It is a school-based role that will involve contact with children.

Key Duties and Responsibilities

- Live our mission and values every day
- Make Beckfoot Trust's ambition to become a nationally recognised 'people first' organisation a reality by developing a professional career development framework for all
- Lead and manage Trust-wide CPD opportunities, including working with the Director of Research and Transformation to the CEO's brief on designing the content of the annual conference
- Work with leaders in all of our schools to quality assure the programme of professional development
- Continuously evaluate and improve the Trust-wide appraisal process, ensuring it accelerates everyone's personal journey to remarkable and links clearly to the career development framework
- Work to the direction of the CEO in contributing to CEO challenge days
- Lead specific Trust-wide Collective Efficacy (cross-cutting) Teams and work with the Director of Research and Transformation in quality assuring their impact on aligned strategy
- Attend The Trust Education Committee as required
- Work as a coach for Headteachers (or other leaders) as directed by the CEO
- Work in agile way on whole Trust or individual school improvement priorities as identified by ongoing evaluation of effectiveness

JOB DESCRIPTION

- Be a positive team member of the extended executive team
- Lead meetings and undertake duties as required in line with Trust calendar, sharing expertise and supporting others
- Maintain accurate records using relevant systems in line with policy and records management procedures
- Be an outward-facing, horizon-scanning professional, drawing influence from within and beyond the sector both nationally and internationally
- Work with the CEO to enhance the reputation of the Trust both locally and nationally in order to attract mission-aligned talent
- Provide clarity of expectation and exactingly high standards
- Motivate all to accelerate our journey to remarkable
- Manage own workload and the workload of others
- Take seriously the duty to safeguard all young people

Professional Development

- Be committed to own professional development, demonstrating the desire to be better tomorrow than you are today
- Establish and participate in training opportunities, meetings, and networks to maintain excellent skills and knowledge in role
- Seek feedback and act on it to improve performance within and beyond formal coaching and appraisal opportunities

We are committed to safeguarding and promoting the welfare of children and we expect all staff to share this commitment. All successful staff will undertake an Enhanced Disclosure and Barring Service Check.

The Trust is committed to making any necessary reasonable adjustments to the job role and the working environment that would enable access to employment opportunities for disabled job applicants or continued employment for any employee who develops a disabling condition.

Advanced Threshold Fluency Duty Required

In line with the Immigration Act 2016; the Government has created a duty to ensure that all Public Authority staff working in customer facing roles can speak fluent English to an appropriate standard. For this role the post holder is required to meet the Advanced Threshold Level. The post holder should demonstrate they can:

- Express themselves fluently and spontaneously at length effortlessly.
- Explain difficult concepts simply without hindering the natural smooth flow of language.
- Take responsibility for promoting high standards of literacy, articulacy and the correct use of standard English in school.

Date: September 2022

This job description is illustrative of the responsibility of the post and not necessarily a comprehensive list of tasks. Post-holders are expected to undertake work in line with the level and pay band of the post determined by the Line Manager. The Job Description will be reviewed with the post-holder in relation to need or on an annual basis through appraisal and whole-Trust review of strategy and effectiveness.

PERSON SPECIFICATION

Role

Director of Professional Growth

	Essential Requirements	Desirable Requirements	How Identified
Qualifications	<ul style="list-style-type: none"> • Good honours degree • PGCE (QTS) • Up to date learning/CPD on school improvement and coaching • Commitment to life-long learning, development and self-directed research 	<ul style="list-style-type: none"> • Masters or management qualification 	<ul style="list-style-type: none"> • Application
Experience	<ul style="list-style-type: none"> • Sustained recent success as a minimum at Senior Deputy level (demonstrable impact on all outcomes and Ofsted grade) • Evidence of leading impactful and sustained school improvement with clarity, appropriate pace whilst winning 'hearts and minds' • Implementing instructional coaching and leading inclusive pedagogy in a successful school • Knowledge of approaches to leadership coaching • Evidence of successfully developing and managing the performance of senior leaders • Current experience of leading or influencing across a Multi-Academy Trust • Current or previous experience of successful school improvement in turnaround • Demonstrable commitment to evidence-informed pedagogy and a warm-strict/tough love approach to behaviour • Understanding of how systems and routines lead to psychological safety for all • Working successfully with all stakeholders, including parents and governors • Working in an area of high deprivation • Unswerving belief that through creating the right culture of achievement, 'our kids can' • Commitment to a culture of safeguarding and hyper-vigilance 	<ul style="list-style-type: none"> • Working in a Multi-Academy Trust that has encountered growth • Understanding of scalable school improvement and the importance of a sustainable operating model that accelerates everyone's journey to remarkable • Current thinking in talent and people management, including the value of diversity 	<ul style="list-style-type: none"> • Application • References • Interview

PERSON SPECIFICATION

	Essential Requirements	Desirable Requirements	How Identified
Knowledge, Skills and Ability	<ul style="list-style-type: none"> • Understanding of what makes a Multi-Academy Trust successful and a strong belief in systems leadership • Knowledge of current evidence-informed approaches to all aspects of school improvement • Understanding of cognitive psychology and curriculum theory and practice • Understanding and commitment to powerful knowledge as a right for all • High expectations which motivate all • Strong analytical and strategic thinking • Forensic attention to detail and an understanding of how this leads to successful implementation of change • Understands how to hold to account with kindness and candour • Sensitively resolves conflict • Builds cohesive teams and creates clarity • Strong ability to craft a mission-aligned culture with high aspirations and explicit norms where the safety and happiness of all students is at the heart 		<ul style="list-style-type: none"> • Application • Interview
Character /Values	<ul style="list-style-type: none"> • Values-driven leader with the desire to continue to develop and grow as a leader • Professionally curious beyond belief • Driven to make a difference to the Beckfoot Trust and the communities that we serve • Actions always driven by purpose not power • Commitment to diversity, equity and inclusion 		

PERSON SPECIFICATION

	Essential Requirements	Desirable Requirements	How Identified
	<ul style="list-style-type: none"> • Strong self-awareness and ability to give, receive and act on feedback • Relentlessly ambitious for all staff and students • Enough ego to make difficult decisions, enough humility to defer to the brilliance of others • Ability to work under pressure and to work with rigour and speed when the need arises • Burning intellectual curiosity and desire for continuous self-improvement • Energy, enthusiasm and optimism • Makes no excuses • Forms trusting relationships with all • Good sense of humour and perspective • Committed 		<ul style="list-style-type: none"> • Application • Interview
Personal Circumstances	<ul style="list-style-type: none"> • Legally entitled to work in the UK • Able to perform all duties and tasks with reasonable adjustment, where appropriate, in accordance with the Equality Act 2010 • Flexible to attend meetings/ training sessions outside of usual hours on occasion • Flexible to support out of hours activity on occasion 		<ul style="list-style-type: none"> • Application • Interview
Equality	<ul style="list-style-type: none"> • A commitment to, and evidence of, promoting diversity and equal opportunities within the Trust, the curriculum and employment practice. 		<ul style="list-style-type: none"> • Application • Interview



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beckfoottrust.org