

Job Description and Person Specification

Role	Flying High English Hub Lead
Grade and Range:	Leadership, Points 6 to 12
Accountable to:	Senior English Hub Leader
Date last reviewed:	January 2023

Position Overview

You will form part of the Flying High central team, working together to impact on schools across our Trust and beyond. Your core responsibility will be the leadership of The Flying High English Hub one of 34 schools nationally to be awarded the English Hub Status from the Department of Education. Through both targeted support, CPL and strong communication, you will enable schools across the Flying High Trust and identified schools to develop excellent practice and outcomes for all children. This support and development will focus on developing early reading, reading for pleasure and language skills, through in-school support, auditing, programme delivery, training opportunities and true partnership work.

Main Duties

- Ensuring the English Hub makes a significant impact on all schools across the Multi Academy Trust, enabling Flying High to be an example of best practice, achieving exceptional outcomes for all children.
- Through challenge and support, ensure on- going exceptional practice and outcomes at Horsendale Primary school, the lead school for the English Hub.
- Identifying and developing talent in literacy and early years from both within and beyond the Multi Academy Trust.
- Leading and developing the team of Literacy Specialists in their role supporting schools. Coordinating the work of the English Specialists and overseeing the impact of the school-to-school support.
- Being a role model and authentic example, by providing high quality in-school support.
- Being committed to leading on establishing and maintaining links with a number of schools whilst supporting them to develop the teaching and learning of phonics, early reading and a love of reading.

- Ensure strong communication with all Flying High schools and the Flying High education team, ensuring that they take full advantage of support available via the English Hub.
- Supporting schools, where appropriate, with writing of Action Plans; leading the inprocess; working with the Senior Hub lead to identify the termly offer to schools; making decisions collectively on allocated funding and intensive support across the English Hub.
- Holding school leaders to account on addressing identified priorities and delivering action plans.
- A responsibility for training and Quality Assuring ITT and new teachers in the Trust in Early Reading.
- Liaise with the Senior Hub lead and Futures team to collate the information needed to meet the deadlines for progress reports to the DfE. Take a lead role reporting progress made by the Hub against the three priority areas.
- Maintain communications with colleagues from other English Hubs to support other schools and develop Flying High English Hub effectively.
- Work in line with the Teaching School Hub to compliment the support on offer and address local need.
- Where appropriate work with The Flying High Partnership when coordinating and delivering CPD to schools. This will be supplemented with a clear understanding of DfE requirements and the challenges schools face.
- Providing additional specialist support to a selection of Flying High Trust schools.
- Support the Senior Hub Lead and Teaching School Director with Hub, Trust Team to run a national-recognised programme of English CPD and annual conference.

General Duties

- Be a positive influence on the climate and culture of the Flying High Partnership and be a positive example at all times.
- Be aware of and comply with policies and procedures relating to child protection, health, safety and security, confidentiality and data protection, copyright etc. reporting all concerns to your line manager.
- Be aware of and support difference and ensure equal opportunities for all.
- Contribute to the overall aims of the Flying High Partnership by engaging as an active member of the Central Team.
- Attend and participate in relevant meetings as required.

- Participate in training and other learning activities and performance development as required.
- Recognise own strengths and areas of expertise and use these to advise and support others.
- Be a flexible and supportive member of the team.
- To perform any other task under the reasonable direction of your Line Manager which could include assisting in other areas of the Central Team and schools.

Skills and Experience Required:

The following requirements will be assessed through either the Application Form (AF), during the Interview (I) or as part of an Assessment (AST).

	Essential	Desirable
Qualifications		
Honours degree or equivalent in relevant subject	AF	
Qualified Teacher Status	AF	
Training in at least one DfE validated SSP		AF
Professional qualification or relevant experience		AF/I
SLE designation or similar		AF
Training in early language development		AF
Training in reading for pleasure		AF
NPQSL		AF
NPQH		AF
Experience		
Proven record of success as an outstanding Teacher	AF/I	
Experience as an exceptional teacher teaching within primary education.	AF/I	
School leadership experience, with measurable impact	AF/I	
Experience of managing other teachers and intervention strategies to raise performance	AF/I	
Proven ability of being able to demand ambitious standards for all pupils by instilling a strong sense of accountability in staff for the impact of their work on pupils' outcomes whilst overcoming disadvantage and advancing equality.	AF/I	
Experience of safeguarding and additional educational needs and disabilities	AF/I	

Experience of delivering school to school support	AF/I	
Experience of working alongside a range of partners to achieve learning objectives		AF/I
Experience of working with school leadership teams to improve outcomes in English for all children	AF/I	
Experience of SLT/English leadership for schools or across a group of schools	AF/I	
Experience of or ability to manage a budget		AF/I
Provide evidence of leading staff development and training	AF/I	
School improvement experience – influencing and advising Headteachers		AF/I
Qualities		
Experience of leading by example – with integrity, creativity, resilience, and clarity by drawing on your own scholarship, expertise and skills, and that of those around you	AF/I	
A determination to sustain wide, current knowledge and understanding of education and school systems locally, nationally and globally, and pursue continuous professional development	AF/I	
Able to provide robust challenge and accountability to school leaders	AF/I	
Has the drive, commitment and ability to communicate compellingly the hub's vision, empowering all pupils and staff to excel	AF/I	
Ability to manage own workload and that of a team	AF/I	
Possesses the ability, drive and commitment to coach current and aspiring staff & leaders in a climate where excellence is the standard	AF/I	
Willing to maintain high-quality communication and accountability within an established team structure	AF/I	
A willingness to adopt the Flying High English hub strategy and Flying High Trust vision and mission statement	AF/I	
Confident at developing action plans, modelling lessons and team-teaching	AF/I	
Knowledge and Skills		
Ability to communicate effectively with a range of internal and external stakeholders	AF/I	
Excellent literacy, numeracy and IT skills	AF/I	
Knowledge of current EYFS and KS1/2 curriculum	AF/I	
Knowledge of early language and early reading pedagogy	AF/I	

In line with the Immigration Act 2016; you should be able to demonstrate fluency of the English Language at an Advanced Threshold Level	AF/I	
Attributes		
Demonstrate an understanding of the Flying High Partnership vision and values and how they will/do align themselves	I	
A passion to work in partnership with schools across Flying High Trust, developing excellent practice and ensuring exceptional outcomes for every child.	I	
Committed to own continuing professional development		AF/I
Committed to putting children's education first	I	
Other		
Occasional work outside normal working hours - prior notice given		I
Commitment to get stuck in with Partnership and Trust wide activities		I
Ability to travel to all Trust sites		I