



Head of Initial Teacher Education

Candidate Information Pack



**Academies
Enterprise Trust**
Find your remarkable

| Be unusually brave | Discover what's possible | Push the limits | Be big-hearted |

[AETSchools.org](https://aetschools.org)



Rebecca Boomer-Clark
Chief Executive

A message from the CEO...

Thank you for your interest in a role at AET. We're one of the largest networks of schools in England with 57 schools in virtually every region of the country. It's a fascinating time to join our team as we pivot from a period of financial turnaround to becoming a truly high-performing organisation.

We believe that the achievement gap across our system is a provision gap and every child has an entitlement to an excellent education in every classroom, every day. As a fourth generation teacher myself, I understand that getting it right in every classroom every day is hard, but it's also the single most important thing that we do.

Our people are our single greatest resource and we want to make sure we are creating the optimum environment and conditions so that everyone in AET can do their very best work. We will only deliver on our promise of excellence for all of our children if we attract, develop and retain the very best talent in the country and surround them with exceptional development throughout their careers.

We want people on our team who are excited by scale and the prospect of having a deep and lasting impact on the lives of thousands of children. We also want people who are intellectually rigorous, stay curious, and generous enough to be committed to the messy challenge of collaboration.

The education sector has been hit hard by the pandemic, and now more than ever, our pupils, our staff, and our communities need the best support and expertise we can offer. If you are excited by the challenge of playing your part in realising educational excellence from Middlesbrough to the Isle of Wight, and Clacton to Torquay - we want to hear from you!

Academies Enterprise Trust (AET)

AET was established in 2008 and is now a national group of 57 primary, secondary and special academies. We are proud of our diverse and inclusive network of schools.



Secondary	Primary
Aylward Academy	Anglesey Primary Academy
Bexleyheath Academy	Ashingdon Primary Academy
Broadlands Academy	Barton Hill Academy
Clacton Coastal Academy	Beacon Academy
Firth Park Academy	Brockworth Primary Academy
Four Dwellings Academy	Caldicotes Primary Academy
Greensward Academy	Charles Warren Academy
Greenwood Academy	Cottingley Primary Academy
Kingsley Academy	Feverham Primary Academy
Kingswood Academy	Four Dwellings Primary Academy
Maltings Academy	Hall Road Primary Academy
New Forest Academy	Hamford Primary Academy
New Rickstones Academy	Hazelwood Primary Academy
Richmond Park Academy	Hockley Primary School
Ryde Academy	Lea Forest Primary Academy
Sir Herbert Leon Academy	Meadstead Primary Academy
Tamworth Enterprise College	Montgomery Primary Academy
Tendring Technology College,	Newington Academy
The Rawlett School	Noel Park Primary School,
Unity City Academy	North Ormesby Primary Academy
Winton Academy	North Thoresby Primary Academy
Special	Offa's Mead Academy
Columbus School and College	Percy Shurmer Academy
Newlands Academy	Plumberow Primary Academy
Pioneer School	Shafton Primary Academy
The Ridge Academy	St Helen's Primary Academy
Wishmore Cross Academy	St James the Great Primary Academy
	The Green Way Academy
	Trinity Primary Academy
	Utterby Primary Academy
	Westerings Primary Academy

Our values

Be unusually brave

At AET, we choose to be unusually brave. We're not afraid to challenge wrongs, to make the right call, even when it's both unusual and difficult to do so.

Discover what's possible

We are on the search for discovering what's possible. We look to create 'eureka moments' for our students, helping them discover a world of possibilities and opportunities.

Push the limits

We always strive to push the limits. We don't settle for less than excellent and we won't allow our students to either. We resolve to overcome any self-imposed limits.

Be big-hearted

We commit to being big-hearted. We choose to treat each other with kindness, warmth and care, believing that everybody matters and believing in one another.

Job Description

Job title:	Head of Initial Teacher Education
Accountable to:	Deputy Director of Education
Location:	183 Eversholt Street, London NW1 1BU with potential for home working; national travel required at times.
Hours of work:	Full time with hours necessary for the demands of the role.

Core Purpose of the role

To establish, design and deliver highly effective initial teacher education (ITE) provision.

- Be accountable for specific responsibilities (as outlined below) relating to initial teacher education, reporting to the Deputy Director of Education.
- Develop and maintain effective partnerships with schools and other stakeholders, including the DfE, IoA, Ofsted, the ESFA, UCAS, Universities and other external agencies.

Responsibilities

ITE management and quality assurance

- Lead partner negotiations and management operations to secure high quality training design, training delivery and training outcomes on all pathways,
- Ensure fidelity to the Core Content Framework for ITT and alignment with the Early Career Framework.
- Act as a personal tutor for a group of trainees / apprentices.
- Ensure that trainees are effectively placed in schools according to trainee need and that all network schools provide high quality, compliant training.
- Ensure that trainees are assessed accurately.
- Create and maintain key documentation for AET Teacher Training, including training manuals and handbooks, to ensure full compliance
- Collect and analyse data, reporting accurately, and in detail on all aspects of ITE provision.
- Support quality assurance and improvement planning, ensuring that processes are effective and any underperformance is acted upon.
- Maintain an overview of current effective practice and national priorities.
- Work collaboratively with the Head of Talent on the Teacher apprenticeship programme.
- Lead on ensuring high quality mentoring

ECT

- Work with the Director of Teacher Development to support the effective development, delivery and evaluation of ECT and mentor development programmes.
- Work in collaboration with the Talent team to support trainees in securing teacher employment, ensuring they are able to act as ambassadors for AETs Teacher Training programme and the wider Trust.

Recruitment

- Lead on the effective recruitment of high quality trainees, working in collaboration with the Head of Talent in the development of a marketing and recruitment strategy, and the delivery of a transparent, compliant and robust recruitment process.
- Work in collaboration with the Talent team and school leaders to provide school experience to potential recruits.

Relationships

- Promote strong relationships and effective working arrangements with all AET schools and their senior leadership teams, including through the trust's ITE Hubs.
- Be responsible for ensuring that all schools act in accordance with the AETs ITE expectations, policies and processes as agreed.
- Ensure the strong engagement of schools in the strategic leadership and management of the programme and the design, delivery and assessment of training and improvement planning.
- Develop strong relationships with Universities and HEIs.
- Oversee the AET ITE budget in line with trust financial procedures.
- Manage the distribution of partnership funding to schools where applicable.
- Ensure that student loans and bursaries are distributed in a timely, efficient manner.

Accountability

- Be accountable for the performance and outcomes of initial teacher education and partnerships.

Management

- Line-manage staff working within AET's ITE.
- Ensure the effective deployment of all personnel supporting ITE delivery.
- Ensure the effective deployment of all personnel supporting AETs ITE and other teacher training delivery.
- Lead mentor training and communications, ensuring that all mentors have a robust understanding of the programme's expectations and standards.
- Oversee high-quality professional development for all AET ITE leaders involved in the AET ITE partnership.

Person specification

- An excellent teacher with proven success in the classroom
- Experience of effective leadership of ITE
- Ability not only to articulate clearly 'what excellence looks like', but the vision and ambition to deliver it.
- Ability to maintain productive and positive relationships with staff, trainees and partners.
- Experience of developing and delivering successful evidence based training programmes
- The ability to coordinate a large number of partners to deliver ITE outcomes to a high standard.
- The ability to prioritise work efficiently and accurately, particularly under pressure, to deadlines and using own initiative
- Hold QTS

Learning and Development

We welcome colleagues who are intellectually curious and drive their own professional development. We value deep knowledge and expertise in our leaders, prioritising specialism over generalism.

As one of the largest networks of schools in England, we will support you to develop as a leader, with access to a variety of different settings and locations across the country. AET is sharply focused on becoming a high performance organisation; this environment provides the opportunity to work with expert and influential educationalists, as part of an exciting network of school and academy trust leaders.

We offer a professional learning journey which can be tailored to your individual needs, as you work, collaborate, learn and develop with colleagues across our large network. Our Talent System, OneAETPeople, enables you to be responsible for your own learning and development. Our programmes are designed to create a clear career pathway from induction, to statutory/core development, supporting further development, talent management and career progression. We will achieve excellence together, stretching and challenging you to have the greatest impact across our network.

Innovative approach to EdTech

Whilst we know that technology will never be a substitute for a strong curriculum and excellent teaching, we are interested in how EdTech can make our teachers' work easier and support effective home learning. AET has and continues to invest heavily in technology, making it one of the best equipped trusts in the education landscape. This investment ensures all our schools have top notch infrastructure and equipment.

To support virtual learning and ensure that every pupil and member of staff was able to learn and work during the lockdowns due to Covid, investment was ramped up to provide KS2 students and above with chromebooks, MiFi devices, and access to digital platforms.

Fast forward to today, and AET is extremely proud to have recently been recognised within the EdTech 50 2021/22 awards. We are also proud to be the largest users of Google Workspace for Education in Europe, with a great many Google certified educators and innovators across the Trust. We use this expertise to benefit our own schools as well as many others across the country, being an active contributor to the Department for Education's EdTech Demonstrator Programme.

Benefits

- Employer funded healthcare scheme
- Career development
- Cycle to work scheme
- Online bike shop scheme
- Teachers' Pension and Local Government Pension scheme
- Childcare vouchers (applicable if already enrolled pre October 2018)
- Affordable loan scheme
- Employee assistance programme
- Financial advice
- Lifestyle savings
- Home electronics and mobile phone scheme

We have developed a comprehensive staff benefits package with flexible benefits schemes and offers, which you can access through the online platform Vivup. See [link](#) to access our full benefits brochure.

Application Process

Thank you for considering applying for the Head of Initial Teacher Education.

Please contact Tanya Bentham, Head of Talent, on 07990 538911 or email recruitment@academiesenterprise-trust.org to set up a time for an informal discussion.

Closing date: Wednesday 26 January 2022

Interview date: Friday 4 February 2022

We look forward to receiving your application.