

Head of School Improvement

Salary Range: L18 – L22 (£64,143 - £70,745).

Reporting To: The Trust Chief Executive Officer

Job Description

Purpose of the Post:

- To bring, drive capacity and challenge to school improvement in all Cranmer Education Trust schools, and promote an aspirational culture that motivates staff to work collaboratively, to share knowledge and enable all our young people to progress and achieve excellent outcomes.
- To contribute proactively to the trust's growth strategy and support schools that join us, inducting new colleagues into an aspirational and collaborative culture that has the interest and achievement of all our young people at its heart.
- To lead the implementation of specific improvement strategies to meet school priorities as identified through data analysis and internal and external review and quality assurance, adding to leadership capacity.
- To be responsible for the development of the school improvement-specific dimension of the Cranmer Institute.

The Postholder will be a member of the Trust's Executive Team.

S/he will work closely with the Headteachers and Senior Leadership Teams in our schools on prioritised areas for school improvement; and with the Strategic Director of TT and Development (which includes The East Manchester Teaching School Hub, the development of the Trust's central CPD Offer and any commissioned CPD provision) and the Director of SCITT (Manchester Nexus). This connects the Head of School Improvement to our research and development networks, and to the Trust and wider partnership capacity for mentoring, building specialist knowledge and expertise, and CPD delivery.

Role Duties and Responsibilities:

The definition of the post and the duties and responsibilities will be reviewed annually. In year 1 the main areas of focus will be:

- Support for St Anne's Academy in targeted improvement areas - 3 days per week.
- Support for The Brian Clarke CE Academy in its first year of operation - 1 day per week.
- Working centrally within the Trust to:
 - Support growth strategy;
 - Ensure the postholder is conversant with key issues in both primary and secondary, learning from SIPs;
 - Build relationships across the other arms of school improvement through CPD, i.e. Teaching School Hub, the Cranmer Institute and the Manchester Nexus SCITT;
 - Develop the School Improvement offer for the Cranmer Institute.

Closing Date: Friday, 20th May at 12.00pm**

Interview Date: TBC

**** You are advised to submit your application as soon as possible as we reserve the right to close posts at any time once we have received sufficient applications.**

This post is subject to an enhanced DBS disclosure check through the Disclosure & Barring Service.

This job description is a guide to the duties and should be read in conjunction with the accompanying person specification.

Person Specification

In your application form please demonstrate how you meet these criteria. Do not include a curriculum vitae.

	Essential or Desirable	How identified Application (A) / Interview (I)
Educational Qualifications		
Good honours degree	E	A
PGCE	E	A
Evidence of further professional study – Master’s Degree, NPQSL, NPQH, etc.	D	A
Professional Experience and Knowledge		
Significant experience of leading an improvement culture, with impact, at senior leadership level in own school	E	A/I
Significant experience of working collaboratively and with impact with colleagues in other schools to bring about improvement		
Professional Knowledge and Skills		
Hold and articulate clear values and moral purpose, focused on excellent educational provision for the young people we serve	E	A/I
High level communication skills, ability to build relationships, bring people with you, keep people informed and hold them to account	E	A /I
The ability to learn quickly, assimilate ideas, generate understanding, be challenged and be flexible	E	A /I
The ability to lead, manage, influence and challenge others	E	A /I
The ability to mentor, teach and motivate professionals to achieve individual and collective targets	E	A/I
Evidence of having used data to bring about real, impactful improvement	E	A/I
Management ability and experience, evidenced understanding of how to pull ideas through into practical impact and take others with you	E	A/I
Understanding of change management and evidence of having successfully managed change within an organisation	E	A/I
Personal Qualities		
Comfortable with a rapidly changing organisational structure	E	I
Unwavering commitment for the best possible provision for young people	E	A/I
Emotional intelligence and self-awareness	E	I
A team player and networker who collaborates with, involves, and informs others and who can shape discussion, negotiate and influence Ability to connect people	E	A/I
Creativity born of research and imagination and the synthesis of ideas	E	I
High level analytical skills	E	A/I
Strong attention to detail	E	A/I
Excellent interpersonal skills	E	A/I

Excellent ability to communicate verbally and write coherent reports for a range of stakeholders including governors at local and trust level and external agencies	E	A/I
Excellent time management and prioritisation skills and flexibility	E	A/I
The ability to be positive in the face of challenge	E	I
Pragmatism and perspective	E	I
Presence and credibility	E	I
Personal resilience, persistence, and perseverance	E	I
Ethos		
Ability to support, uphold and model the Christian ethos of the CET which serves faith and community schools and young people from all faith backgrounds and none.	E	A/I
Safeguarding		
Displays commitment to the protection and safeguarding of children and young people	E	A/I
Personal circumstances		
<p>The CET is committed to the wellbeing of all our staff.</p> <p>Senior leadership posts within the trust and our schools require a significant commitment beyond the school day, and outside of term time. The Head of School Improvement will report to governance meetings at both local and trust level. In schools where s/he has a significant commitment s/he will be a member of SLT.</p>		

N.B any candidate with a disability who meets the essential criteria will be guaranteed an interview.