



Headteacher – Steyning Grammar School Job Description

Accountable to: Chief Executive Officer

Job purpose

To provide highly effective leadership for the whole school community, by demonstrating:

- Excellence in the learning and teaching process.
- An understanding of the benefits boarding provision brings the whole school community
- Strength in strategic direction and development.
- Demonstrate vision and values in everyday work and practice consistent with Christian faith
- Positive leadership and management of staff.
- Effective deployment of resources.
- Commitment to creating 'game-changers'.

Main Accountabilities (the list below is neither exhaustive nor exclusive)

1. The learning and teaching process, to

- Establish provision of optimal learning in all its forms, to ensure that students enjoy an optimal learning experience and environment.
- Develop sustained excellence in teaching, in order to facilitate the above, by investing in the professional development of all staff.
- Remove barriers to learning and progress.
- Actively promote the personal development and wellbeing of all students.

2. Strategic direction and development, to

- Establish a high expectation, aspirational and Christian values centred culture within the School.
- Promote a 'can do' ethos and vibrant future vision for the school.
- Keep curriculum provision and its impact on student outcomes under constant review.
- Look outwards to establish effective relationships with other schools, the wider community and business networks.
- Effectively coordinate a range of governance stakeholders including the diocese, local governing body and the SGS Foundation.
- Ensure the provision of rich and diverse co-curricular opportunities.
- Create a culture of innovation.

3. Positive leadership and management of staff, to

- Establish a tangible 'team' culture within staff including the nurture and development of staff new to the academy
- Identify and nurture talent without regard to years of teaching experience
- 'Walk the talk' in systematically promoting good practice and addressing weaknesses.

4. Effective deployment of resources, to

- Assume responsibility for the optimal management of all available resources.
- Contribute to the strategic discussion regarding current facilities and potential future developments.
- Efficiently manage and enhance multiple school sites.
- Successfully sustain and grow the SGS boarding provision.

5. Promote and preserve the ethos of Bohunt Education Trust (BET), to

- Living and modelling the values of BET by supporting member schools; contributing to, and embedding, BET working practice and initiatives.
- Subscribe to, and support the working and objectives, of the BET.
- Ensure there is open accountability to students, staff, parents and carers.
- Ensure the professional development and personal accountability of all staff through the Performance Management system and in keeping with Trust policy and procedures.
- Curate and develop BET artefacts of culture.
- Recognize and articulate the benefits of being a member school of a MAT.

Person Specification – Head

Criteria	Essential	Desirable	Evidence
1. Qualifications			
Successfully completed NPQH qualification		Y	A
Masters level degree		Y	A
2. Knowledge and Experience			
Successful experience of large school leadership at whole school level	Y		A
Demonstrate successful teaching experience across a range of settings	Y		A/I
An excellent understanding of educational practice	Y		I
Experience of adapting successful teaching practice in response to local and national demands of new initiatives		Y	I
Practical experience of developing successful bids for grants/additional funding		Y	I
Understanding of, and commitment to, removing barriers to learning		Y	I
Committed to leading and establishing a vision of excellence that sets high standards for every student	Y		A/I
Comprehensive knowledge of the safeguarding of children	Y		I
Evidence of improving students' outcomes	Y		I
Understanding of the benefits and risks of boarding	Y		A/I
An understanding of how a Christian ethos enables a Church of England school to thrive	Y		A/I

3. Personal skills/qualities			
Proven leadership ability in a school setting	Y		A/I
Ability to develop teams at all levels and to delegate effectively	Y		I
The ability to promote by personal example the positive behaviour of students within the school community and beyond	Y		A/I
An effective communicator both within the school and the wider community, with the ability to develop key strategic partnerships	Y		I
The ability to challenge, influence and motivate others to attain high goals	Y		I
An ability to motivate and inspire students, through personal engagement		Y	I
A commitment to continuously raising standards of the school	Y		I
A commitment to growing the Church of England Ethos within the school	Y		I
Engage the school community in the systematic and rigorous self-evaluation of the work of the school	Y		
Excited by the possibilities that working within a multi-academy trust offers	Y		

Key to evidence column: A = Application Form I = Interview