

# Hub Director

Part of the DEMAT family

**Applicant Information Pack**



  
**Diocese of Ely**  
multi-academy trust



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# Introduction from the CEO



Dear Candidate,

**This is a truly exciting time to be joining our family. With 39 schools we are one of the largest primary school Trusts in the country and are changing the way in which we support our schools to recognise the challenges of working at scale whilst staying true to our values and educational principles.**

The Hub Director position is a relatively new post within our family and we are looking to increase the number of these posts to match the needs of our Trust. We are seeking excellent leaders who can work with Catherine Lock, our Director of Education, our Headteachers, and our school staff to deliver an excellent education for all pupils.

Our educational principles are clear, we believe that all children have the right to, and deserve, the highest quality curriculum, which is academic, carefully sequenced and taught by expert teachers who insist on the highest expectations of behaviour. We believe that all children have the potential to succeed, regardless of their starting point and our mission is that they all afforded equitable opportunities and choices so that they may flourish.

Our values of Love, Trust, Respect, Ambition, and Community are not just words, they shape our behaviour and decision making and alongside our educational principles provide the framework in which we operate. We are a church-based family, as reflected by our values, and we welcome pupils and staff of all faiths and none.

As a Hub Director you will have the strategic oversight of up to 5 of our schools and hold overall accountability for the direction, standards, and quality of education. As each school within the hub will have its own Headteacher it is expected that many of the daily operational tasks of running the school will be delegated to them. The Hub Director is to provide the strategic leadership and oversight through the line management function to raise standards, promote and demonstrate DEMAT values and provide additional leadership capacity for their schools.

The successful candidate for this role needs to be able to demonstrate how they have delivered a high-quality education in their school(s) through a well sequenced knowledge rich curriculum. We need someone who knows what excellence looks like and can translate that into positive action. This is not simply a quality assurance role but one that provides support, coaching, and guidance to our Headteachers with practical support to facilitate improvements.

In joining, you will find an organisation that is purposeful, determined and impassioned in its obligation to drive lasting impact. We invest in our team members, support aspiration and provide development pathways that you are unlikely to find anywhere else. I expect all leaders across the Trust to support in the development of not just their own school but contribute towards our joint vision and strengthening alignment between schools.

I would like to thank you for your interest in this exciting opportunity and hope you are inspired to join us. I'd encourage you to visit us to find out more about who we are and how we work. Should you wish to speak directly, or have any questions, please get in touch.

Best wishes

**Adrian Ball**  
Chief Executive Officer

# DEMAT

**DEMAT, founded in 2012, is a large multi-academy Trust which consists of 39 primary schools and around 8,000 pupils.**

We have seen our Trust grow considerably, we have experienced and successfully tackled many of the challenges that face new and growing MATs. This has given us clarity on what we need to do to continue in a successful, sustainable manner. We have created an operating model which allows for additional growth in incremental steps while still providing the capacity to support our academies in a multifaceted approach.

DEMAT is the first option for any Church school within the Diocese which wishes to join. We believe in the power of education to transform lives and are committed to delivering a high-quality education, collaborating with one another and realising the benefits of being part of a larger group of like-minded schools.

Each of our academies has their own unique history and identity and we set out to ensure that we preserve these characteristics. We recognise that further growth of the Trust must both prioritise the preservation of the unique characteristics of new academies whilst also developing the alignment to the DEMAT family values and principles.



## Providing High Quality Education

So that all DEMAT pupils are afforded the greatest possible opportunities and choices in their lives, DEMAT academies have a resolute focus on the quality of education. Our pupils are entitled to the best possible academic and wider curriculum – and we strive to provide this. We believe in the power of knowledge and we purposefully build our curriculum to ensure that our pupils gain and retain the kind of powerful knowledge that can take them beyond their everyday experiences.

### Reading

We place the utmost value on the teaching of reading. No child should leave any of our schools unable to read fluently and therefore all must be taught with precision and expertise.

### Excellent Teaching

We have high expectations of our pupils and are committed to maximising the standards and outcomes for them through the continuous pursuit of excellent teaching.

### Evidence-Informed Professional Learning

We offer our Early Career Teachers a bespoke programme and are building our offer for staff development at each career stage.

### Curriculum

We believe all pupils should be introduced to the richness of human experience, therefore we supplement and build on our academic curriculum through carefully curated experiences linked to the humanities and the arts.

### Safeguarding and Inclusion

DEMAT academies provide a truly inclusive and aspirational education for all learners. A core principle of our Inclusion & Safeguarding Team is to develop a network of highly skilled professionals in academies through facilitating training for those responsible for inclusion and safeguarding. This is alongside challenging academies to assist the drive for high standards and the monitoring of our effectiveness.

## Our Mission

Our Mission is to deliver a high-quality education for children and young people of all faiths and none that is underpinned by our Christian distinctiveness.

## Our Vision

Is for every child to flourish, to be introduced to the richness of human experience, and to understand, question, and contribute to the world around them.

## Our Values

### Love

Is central to our work. It is because of love that we ensure that the best interests of every child are at the centre of our decisions.

### Community

Our sense of community shapes who we are, and we have a commitment to our local, national, and global communities.

### Respect

We treat one another as we hope to be treated ourselves.

### Trust

We acknowledge accountability and responsibility for our actions but ensure that we encourage each other to make brave decisions and learn from them.

### Ambition

We want the best for ourselves, our families, our friends, and our colleagues.









# What we can offer you

We are committed to providing systems of high-quality support and challenge to ensure that our school leaders develop and that our schools continually improve. You will join a team that supports all our leaders to have direct links with each other and our Education Team. Together we are building a strong offer for professional development at each level. With a strong emphasis on CPD, we continue to develop our subject communities and phase-based forums so that all schools have access to centrally-run training and to effective partnerships.

You will be part of Trust that provides leadership and support to schools through our core leadership and central services teams, which includes an experienced and supportive CEO, an Education Team, Inclusion & Safeguarding Team, Finance, HR, Governance, Building and Property services. The successful candidate will benefit from this significant support coupled with a with a comprehensive induction and CPD programme.

All the above is in addition to a competitive salary and conditions of employment for Headteachers laid down in the most recent version of the School Teachers' Pay and Conditions Document and National Standards of Excellence for Headteachers.



# Job Description

## Job Title

Hub Director

## Location

Various depending on school allocation

## Salary Scale

L26 – L30 + relocation allowance, if applicable

## Reporting to

Director of Education

## Core Purpose

To provide strategic leadership across a group of DEMAT schools and hold overall accountability for direction, standards and quality of education in order to:

- Improve the quality of educational standards across a group of schools through the development of good practice and systems and structures to support this
- With school leaders and governors, to provide the leadership and management that enables all schools to give every pupil high quality education underpinned by Christian distinctiveness, and which promotes the highest possible standards of achievement, inclusion, and well-being
- Secure the long-term success of the schools in line with the DEMAT vision by developing a knowledge-rich curriculum supported by excellent teaching practice and creating sustainability through future planning
- Build capacity at all levels in the schools by actively developing staff through modelling, engagement in and contribution towards DEMAT CPD and curriculum developments
- Contribute to the wider improvement of the Trust through developing levels of collaboration between schools in conjunction with central teams

As each school within the group will have its own leader, it is expected that many of the daily operational tasks of running the school will be delegated to them. The Hub Director is to provide the strategic leadership and oversight through the line management function to raise standards, promote and demonstrate DEMAT values and provide additional leadership capacity.

## Main responsibilities

- Work with the Director of Education to raise outcomes for young people attending DEMAT schools

### 1. Developing alignment and consistency in good practice

- Embed and contribute to the DEMAT curriculum & assessment strategy across all schools
- Developing alignment and consistency in good practice through contribution to and embedding of the DEMAT curriculum & assessment strategy across all schools and working with leaders and governors to create a strategic vision for the schools which is consistent with the DEMAT Promise
- Leading teaching and standards across the schools by ensuring the DEMAT curriculum & assessment strategy is consistently implemented across the schools alongside effective approaches to learning and teaching supported by the DEMAT Education team
- Ensuring the ongoing development of an organisational structure which reflects DEMAT's values, enables pupils to access a high-quality education and ensures improvement plans and policies support continuous improvement
- Securing accountability by ensuring individual staff accountabilities are clearly defined, understood, agreed and recorded so that every individual child has access to high-quality teaching and learning.
- Strengthening community by developing strategies, including the application of the DEMAT Promise, to ensure strong community links are established and maintained both within the Trust and in the wider community

### 2. Leading teaching and standards across the Schools

- ensure the continuous and consistent focus on pupils' achievement, using data and benchmarks to monitor progress;
- ensure the DEMAT curriculum & assessment strategy is consistently implemented across the schools;
- establish and embed effective approaches to learning and teaching alongside the DEMAT Education team;
- set high expectations and set stretching targets for the each school community;
- monitor, evaluate and review school practices and promote improvement strategies;
- support leaders to robustly tackle under-performance at all levels across the schools.



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### 3. Developing self and working with others

- model leadership behaviours and provide incremental coaching for school leaders to support their development;
- promote and maintain a culture of high expectations for self and others;
- ensure effective planning, allocation, support and evaluation of work of teams and individuals;
- ensure the DEMAT strategies and procedures for staff induction, professional development and performance review are undertaken;
- regularly review own practice, set personal targets and take responsibility for own development.

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### 4. Managing the organisation

- ensure the ongoing development of an organisational structure which reflects DEMAT's values and enables pupils to access a high-quality education;
- ensure improvement plans and policies support continuous improvement;
- effectively strategically manage the human, financial and physical resources of the schools;
- support leaders to develop school strategies to recruit, retain and deploy staff appropriately.

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### 5. Securing accountability

- enable everyone to work collaboratively within the schools and across the wider Trust;
- ensure individual staff accountabilities are clearly defined, understood, agreed and recorded;
- ensure every individual child has access to high-quality teaching and learning.

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### 6. Strengthening community

- create and promote positive strategies for challenging prejudice;
- ensure that engagement with the local communities and churches remains a priority;
- collaborate with other agencies to ensure pupil and community needs are met;
- develop strategies, including the application of the DEMAT Promise, to ensure strong community links are established and maintained both within the Trust and in the wider community;



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## Reporting

The post holder will provide written and verbal updates to Standards & Ethos committee as required, CEO, DoE, and LGBs as required in addition to the external reporting requirements set out in the Academies Financial Handbook.

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## Other duties

The main duties and responsibilities are not intended to be exhaustive and as such any other reasonable duties and tasks may be determined by the Chief Executive Officer.

# Person Specification

Skills Knowledge, & Qualifications	Essential / Desirable
National Professional Qualification of Headship	E
Relevant Degree or equivalent	E
National Professional Qualification of Headship	E
Evidence of continuing professional development	E
Significant experience as a Headteacher with a sustained record of school improvement	E
Experience of Executive Headship and/or supporting other Headteachers	E
Experience of leading a school to an overall judgement of Outstanding by Ofsted	D
Experience of leading a school to an overall judgement of Excellent by SIAMS	D
Experience of developing partnership and learning between schools	E
Experience of the effective management of funding and resources	E
Evidence of successfully leading and sustaining educational initiatives	E
Evidence of effective appointment and personnel management	E
Knowledge and understanding of: – The mission, vision and values of DEMAT	E
Statutory education frameworks, including governance	E
Knowledge of ways to build, communicate and implement a shared vision across a number of schools	E
Previous experience of working within Church schools	D
Understands how to implement effective models of teaching and learning	E





Skills Knowledge, & Qualifications continued	Essential / Desirable
Ability to establish successful relationships at all levels and have good communication skills both verbal and written	E
Ability to develop and maintain a clear vision and lead others to plan and deliver it	E
Understands how to implement effective models of attendance and behaviour management	E
Can demonstrate how to enable strategies for ensuring inclusion, diversity and access	E
Experience of delivering child protection and safeguarding procedures	E
Experience of effective curriculum design and management across a number of schools	E
Ability to lead, coordinate and delegate	E
Commitment to ensuring strong health and safety practice	E
Experience of leading and engagement in subject communities	E



# How to join us

To apply for this opportunity to join DEMAT as our Hub Director please visit My New Term via [www.tinyurl.com/demat-hub-director](http://www.tinyurl.com/demat-hub-director).

Application forms and supporting cover letters should be submitted via 'My New Term': Please refer to the Job Description and Person specification in your application.

Please note the following is being applied for this position:

## Closing date:

1 December 2021 at midday

## Shortlisting of Applicants:

2 December 2021

## Interview date:

9 & 10 December 2021

## Start Date

The start date for this position will be 1 May 2022, or sooner where possible

## Getting in Touch

You are more than welcome to contact us to discuss this position and should you wish to, please contact Laura Barton via [hrteam@demat.org.uk](mailto:hrteam@demat.org.uk).

You can find further information on our Trust by visiting our website: [www.demat.org.uk](http://www.demat.org.uk).

## Interviews

Interviews will be held, COVID-19 restrictions permitting, at Grace Building, 8 High Street, Ely, Cambridgeshire CB7 4JU

## Our Recruitment Approach

The Diocese of Ely Multi-Academy Trust (DEMAT) is an equal opportunities employer and employs suitably qualified persons regardless of their race, sex, disability, religion/belief, sexual orientation or age.

**We are committed to safeguarding and promoting the welfare of children and young people and expect all staff to share this commitment. Any appointments will be subject to satisfactory references, an enhanced DBS check and medical checks.**





We will remember  
to look after our  
Den and tidy things  
away after us.



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**The Diocese of Ely Multi-Academy Trust (DEMAT)**  
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