



Star

STAR ACADEMIES

Nurturing Today's Young People, Inspiring Tomorrow's Leaders

LEAD ASSOCIATE – ITT SCHOOL ENGAGEMENT

JOB DESCRIPTION

JOB PURPOSE

Deliver on the Teaching School Hub's strategic role for ITT by increasing school engagement and provider capacity to train new teachers. This will include improving the effectiveness of teacher recruitment for ITT across each of the Teaching School Hub regions. Contribute to the development of a strong, effective Trust with an emphasis on promoting a culture of educational excellence, within a caring and secure environment enriched with the values of discipline, mutual care and respect which extends beyond the Trust into the wider community.

KEY RESPONSIBILITIES AND ACCOUNTABILITIES

1 Strategic Duties

- 1.1 Support the Director to deliver the Teaching School Hub's strategic vision.
- 1.2 Work to the Teaching School Hub Director to deliver the ITT Strategic role.
- 1.3 Provide analysis of ITT engagement data and support the development of an effective strategy that increases school and provider engagement.
- 1.4 Monitor and evaluate progress against KPIs adapting strategy as appropriate.
- 1.5 Report accurately through agreed templates on KPIs to specified boards and stakeholder audiences.
- 1.6 Ensure Trust and DfE KPIs are met.

2 Operational Duties

- 2.1 Contribute to database of school engagement with ITT.
- 2.2 Liaise with schools to develop initial or further engagement with ITT.
- 2.3 Liaise with ITT providers both regionally and nationally to support school engagement with ITT, including brokering relationships between ITT providers and schools.
- 2.4 Build strong relationships with other Teaching School Hubs and other stakeholders to support the delivery of the ITT strategy.
- 2.5 Organise, attend and facilitate ITT network meetings as appropriate.
- 2.6 Maintain up-to-date knowledge of ITT guidance and practice to ensure the effective delivery of the Teaching School Hub's ITT strategic role.
- 2.7 Report to deadlines on the performance of the ITT strategic role.
- 2.8 Support the ongoing development of Teaching School Hub provision, including tracking systems for effective monitoring and quality assurance.
- 2.9 Participate in training and professional development opportunities as required to fulfil the role.

3 Relationships and Partnerships

- 3.1 Work closely with Star's Teaching School Hub Network Team and the NIoT to ensure intelligence is shared and acted upon to support Golden Thread provision.
- 3.2 Work with other TSHs to support regional initiatives related to the Recommendation 10 role.

4 Quality Assurance and Reporting

- 4.1 Contribute to robust, evidence-based reports against agreed objectives and KPIs, for a range of audiences such as Teaching School Hub Boards and DfE.
- 4.2 Support formal and informal quality assurance mechanisms to continually review and refine the ITT Recommendation 10 strategy.
- 4.3 Ensure strong formal and informal feedback and reporting on progress against the strategy.

5 Represent Star

- 5.1 Lead, model and promote an ethos of aspiration and achievement for all children, young people, teachers, and leaders across the Teaching School Hub.
- 5.2 Create a positive culture of challenge, support, high expectations and self-accountability in order to raise standards and improve the quality of teaching and leadership.
- 5.3 Demonstrate commitment to and promote the DfE's Golden Thread to improve teacher recruitment and retention and improve outcomes for young people.
- 5.4 Attend a range of meetings, events and boards deemed important for the provision of the ITT strategy, including travelling across the TSH when required.

6 Other responsibilities

- 6.1 Promote the Trust's vision of 'nurturing today's young people, inspiring tomorrow's leaders'.
- 6.2 Champion the Trust's values of 'Service', 'Teamwork', 'Ambition' and 'Respect'.

- 6.3 Contribute to the wider life of the Trust and the Star community.
- 6.4 Carry out any such duties as may be reasonably required by the Trust.

7 Records management

- 7.1 All staff who create, receive, and use records in the course of their job are responsible for ensuring that records are managed appropriately. It is therefore likely that this post-holder will have responsibility for record-keeping as part of the role. Employees are required to be conversant with the Trust's policies and procedures on records management.

This appointment is with Star Academies. The job description forms part of the contract of employment of the person appointed to this post. It reflects the position at the present time only and may be reviewed in negotiation with the employee in the future. The appointment is subject to the terms and conditions outlined in the 'Star Academies Contract'.



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PERSON SPECIFICATION

		Assessed by:		
No	CATEGORIES	Essential/ Desirable	App Form	Interview/ Task
QUALIFICATIONS				
1.	Graduate with Qualified Teacher Status.	E	✓	
2.	Leadership Qualification.	D	✓	
3.	Evidence of Continued Professional Development.	E	✓	
4.	Masters level qualification.	D	✓	
EXPERIENCE				
5.	A proven track record of school senior leadership.	E	✓	✓
6.	Track record of outstanding learning and teaching practice within a wide range of school settings.	E	✓	✓
7.	Successful and sustained delivery of outstanding achievement.	E	✓	✓
8.	Experience of delivering ITT provision to a high standard.	D		
9.	Developing and leading the implementation of strategies to sustain whole system improvement.	E	✓	✓
10.	Developing and implementing whole-school intervention strategies to sustain and enhance outstanding attainment.	E	✓	✓
11.	Partnership working and collaboration within a MAT or local authority context.	E	✓	✓
12.	Experience of professionally developing teachers or school leaders to ensure effective learning experiences.	E	✓	✓
13.	Experience of designing training, monitoring, evaluation and reporting systems capable of bringing about outstanding outcomes for children and young people.	E	✓	✓

			Assessed by:	
No	CATEGORIES	Essential/ Desirable	App Form	Interview/ Task
14.	Experience of data recording and analysis for strategic development	D	✓	✓
ABILITIES, SKILLS AND KNOWLEDGE				
15.	Up to date knowledge in ITT, subjects, national policy, pedagogy, curriculum, classroom management strategies, inspection findings and statutory requirements.	E	✓	✓
16.	Knowledge of school leadership evidence-based practice.	E	✓	✓
17.	Outstanding communication skills to nurture effective relationships and understanding across a range of internal and external organisations.	E	✓	✓
18.	Outstanding organisational and interpersonal skills.	E	✓	✓
19.	Ability to effectively prioritise and manage conflicting demands under pressure.	E	✓	✓
20.	A proven ability to generate and deliver a collective vision and a shared purpose.	E	✓	✓
21.	A proven ability to develop, communicate and successfully implement strategies.	E	✓	✓
22.	The ability to develop, maintain and analyse performance and tracking data to drive improvements and develop strategy.	E	✓	✓
23.	Coaching and mentoring skills.	E	✓	✓
24.	Well-developed interpersonal and communication skills and emotional intelligence.	E	✓	✓
25.	Excellent report writing skills.	E	✓	✓
26.	Being available and approachable to staff at all levels with varied knowledge.	E	✓	✓
27.	Ability to maintain productive and positive relationships with stakeholders at all levels.	E	✓	✓
28.	Highest levels of integrity and probity and a commitment to highest levels of effort, endeavour and focus on standards.	E	✓	✓

			Assessed by:	
No	CATEGORIES	Essential/ Desirable	App Form	Interview/ Task
PERSONAL QUALITIES				
29.	A passionate belief in the Trust's vision of 'nurturing today's young people, inspiring tomorrow's leaders'.	E	✓	✓
30.	High professional and personal standards and integrity.	E		✓
31.	Excellent interpersonal skills and emotional intelligence.	E		✓
32.	Strong team working skills.	E	✓	✓
33.	Personal resilience, persistence and perseverance.	E		✓
34.	A strong commitment to the Trust value of 'Service'.	E	✓	✓
35.	A strong commitment to the Trust value of 'Teamwork'.	E	✓	✓
36.	A strong commitment to the Trust value of 'Ambition'.	E	✓	✓
37.	A strong commitment to the Trust value of 'Respect'.	E	✓	✓
38.	Commitment to support Star Academies' agenda for safeguarding and equality and diversity.	E	✓	✓
39.	Sympathetic to and supportive of the Mixed Multi-Academy Trust Model and ethos of the Establishment.	E	✓	✓