

JOB TITLE: National Director for Primary Education

SALARY: Competitive

LOCATION: National (Includes travel to E-ACT academies and central offices)



REPORTING TO: Chief Executive Officer

CONTRACT: Permanent; 37 hours per week

JOB PURPOSE:

The purpose of this role is to lead our primary academies ensuring they deliver high quality education with excellent outcomes for pupils. The role is accountable overall to the MAT for ensuring the educational outcomes in all primaries continuously improve, in line with the Trust's Strategic Plan Objectives.

- You will be responsible for providing strategic leadership across all aspects of primary provision.
- You will be an inspirational leader, committed to the highest achievement for in all areas of the academies' work related to delivering the best outcomes for students.
- You will have a proven track record as a high performing headteacher or system leader.
- You will have an unrelenting focus on making sure that the quality of teaching and learning is consistently high within every academy and an ability to identify need, source support and build capacity across the trust to ensure impact on outcomes.

The role forms an integral part of E-ACT's Executive Leadership Team and is responsible for leading a team of Regional Education Directors who in turn line-manage Headteachers.

ACCOUNTABILITIES:

- To assess and report on the development, progress and attainment of pupils to the Education Committee of trustees.
- To ensure Headteachers are effective by developing a framework of high quality challenge and support.
- To develop rapid turnaround plans for academies in difficulty.
- To provide high quality leadership and support to the Regional Education Directors.
- To ensure there is a programme of quality assurance and effective governance providing detailed reports to the CEO and trustees.
- To effectively and continuously identify and promote collaboration between academy leaders, ensuring that they receive appropriate support based on their needs. This may include building capacity at all levels within academies as well as sourcing defined support for whole school functions eg. attendance or SEND or subject/ specialist skills system leaders.
- To communicate effectively the educational objectives and strategy of the organisation with all staff, including academy Heads, teachers, pupils and parents.
- Coordinate with appropriate agencies, parents and school personnel to resolve problems and secure resources and services.

- To contribute to the quality assurance of all key documentation, including: Academy Self-Evaluation, Academy Improvement Plans, and Curriculum models, ensuring that they adhere to E-ACT's School Improvement Strategy.
- To work effectively with other members of the ELT on trust wide leadership.
- To develop external partnerships that add value to the work of E-ACT and our academies.
- To resolve complaints and grievances where required.
- To ensure all secondary academies run efficiently and within budget.

The responsibilities and tasks as set out above are not intended to be exhaustive. The need for flexibility, accountability and team working is required. The post-holder is expected to carry out any other related duties that are within the employee's skills and abilities, commensurate with the post's grade and whenever reasonably instructed.

This job description will be reviewed regularly to ensure that it relates to the role being performed and to incorporate reasonable changes that have occurred over time or are being proposed. This review will be carried out in consultation with the post-holder before any changes are implemented.