



PRINCIPAL

Recruitment Pack



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A Message from the Chair of Mossbourne Victoria Park Academy

Dear Candidate,

Thank you for your interest in the role of Principal at the Mossbourne Victoria Park Academy.

The Academy is one of four schools, two primary and two secondary, that make up The Mossbourne Federation. The four schools are all based in the Hackney area of East London, with Mossbourne Victoria Park Academy situated in the East of the borough overlooking Victoria Park itself.

The Academy is a diverse, stimulating and highly aspirational place to work and study, with a staff of ambitious professionals focussed on achieving the best outcomes for our students.

Mossbourne Victoria Park Academy is a very special place to learn. We pride ourselves on providing our students with a holistic education that goes beyond the amazing academic grades they achieve. The Academy is the school of choice for children in the Victoria Park Area and beyond.

I know you will do your own research to find out about us. You will see what Ofsted thinks of the school and doubtless look at our achievement rates and finances. If you decide to make an application, we would be keen for you to visit and experience the feel of the school – a place where children feel safe, are keen to attend and are motivated to participate in all that we have to offer.

We are looking for a confident leader, who is able to inspire a large team of staff at all levels. A leader who will never accept less than the very best. A leader who shares our vision of what this school should be, its place in our community, and who will not rest until that goal is achieved.

I hope that that you will be motivated to join us in leading Mossbourne Victoria Park Academy through its next chapter.

I look forward to receiving your application – and good luck!

Robert Feld,
Chair of Governors,
Mossbourne Victoria Park Academy



Our Mission

To ensure **every student** receives a broad and balanced education, delivered in an environment that enhances opportunity.

Our Values

No Excuses: Believing that anything is possible; we never give up.

Excellence: Doing everything as well as we can, always.

Unity: Working together towards our goals with integrity

Who we are

The Mossbourne Federation comprises four academies:

- Mossbourne Community Academy (secondary, and which includes The Mossbourne Federation Sixth Form)
- Mossbourne Victoria Park Academy (secondary)
- Mossbourne Parkside Academy (primary)
- Mossbourne Riverside Academy (primary)

The Federation contains some of the top-ranked schools of the country, with Mossbourne Victoria Park Academy ranked as one of the top 65 schools in England, Mossbourne Community Academy ranked as one of the top 20 schools in England, and Mossbourne Riverside rated 'Outstanding' in their first OFSTED inspection. Each year, students from the Mossbourne Sixth Form take up places at Oxbridge and Russell Group Universities.

In a relatively short time, our four academies have changed the lives of thousands of young people from the widest range of backgrounds. We are trailblazers in the raising of expectations and widening of opportunities for Hackney children.

42% of our students receive the Pupil Premium and 46% come from communities where English is only one of several languages spoken at home. Given those percentages, we are immensely proud of our Sixth Form record, with 456 young people moving on to research-intensive Russell Group universities in the last nine years.

The Federation's calm working atmosphere creates well-rounded individuals who excel in the arts, on the sporting field and academically. All learners, regardless of ability, benefit from the innovative and enlightened approaches to teaching and learning within the Mossbourne Federation.



Where we work

All Mossbourne Federation academies are within the London Borough of Hackney. We are in close proximity to some of the most vibrant centres of cultural, commercial, academic and business life in East London.

As one of the country's leading federations, expectations of staff are high. The Mossbourne Federation engages with and supports its workforce, thus creating an inspirational working environment which nurtures personal and professional excellence in a community of exceptional practitioners. Colleagues are warm, welcoming and supportive, in a student-centred environment based on mutual respect between teachers and students.

Our academic, sporting and cultural achievements are also the result of the collective effort of our management, administrative, technical and support staff.

Our Partnerships Manager and Philanthropy and Sponsorship Manager are responsible for developing a wide range of strategic relationships with institutions and developing our five programmes for rowing, medicine, architecture and the built environment, the arts and Combined Cadets Force.



Job Title: **Principal**

Salary: **Competitive (dependent on experience)**

Contract term: **Permanent, Full time**

Responsible to: **Chief Executive Officer**

Responsible for: **Mossbourne Victoria Park Academy**

The Principal Role

The Principal will be the leading professional in the Academy, providing first class leadership and management in all areas of the Academy's work.

The role of the Principal will be to provide a strategic vision and leadership through embedding the ethos of aspiration, success and high standards. As the Principal of Mossbourne Victoria Park Academy you will be expected to develop a happy, exciting and vibrant learning environment.

The postholder will ensure that the vision and values underpin the leadership, management and organisation of the Academy, including not only its goals and targets, but also its day to day practices and routines.

The Principal will be accountable for continuous improvement in the quality of education in the Academy, whilst inspiring and empowering others to share in its goals and targets, and achieve them.



Shaping The Future

- Ensure the vision and values agreed by the governing body are clearly articulated, shared and acted upon by staff and students, and are understood by parents and the wider community
- Create an organisational structure which reflects the Academy's values, and enables the management systems, structures and processes to work effectively
- Work closely with the senior staff to ensure a coherent, whole academy approach to all aspects of academy life
- Produce, in collaboration with governors and staff, clear evidence-based improvement plans and policies for the development of the Academy
- Build on the Academy's approach to equal opportunities by ensuring all students achieve well and that particular attention is paid to supporting underachieving individuals and groups
- Champion Mossbourne Victoria Park Academy's active commitment to equal opportunities and the needs of all its students
- Plan creatively and systematically to embed The Mossbourne Federation brand
- Report and advise the governing body on the formulation of policies, their implementation and evaluation



Leading, Teaching And Learning

- Develop further the high-quality teaching and learning already achieved across the Academy
- Continue to monitor, review and evaluate classroom practice intensively to promote improvement, taking swift action where teaching that falls below Mossbourne's very high standards, is identified
- Embed a culture of challenge and support so that barriers to learning are broken down, giving personal support to individuals to eradicate underachievement and ensure progress
- Ensure a consistent and continuous focus on each student's achievement, building on Mossbourne's effective assessment and recording systems which track and communicate progress and ensuring effective action is taken to remedy problems
- Articulate high expectations and set challenging targets for success year-on-year, to develop all students academically and socially
- Implement strategies, routines and procedures to secure high standards of behaviour and attendance.
- Determine and organise a balanced and flexible curriculum appropriate for all students
- Engage actively with other schools to strengthen learning and achievement



Work With Others

- Work to the strengths of the current Senior Leadership Team, which has demonstrably contributed to the success of the Academy
- Treat people fairly, equitably and with dignity and respect to create and maintain a positive culture
- Embed a demonstrable understanding of the needs of children from a multi-racial community
- Maintain good working relationships among members of the school community
- Ensure good pastoral care operates as an essential support for behaviour and learning
- Promote and implement strategies and procedures that secure good order, discipline and high morale
- Build on the strong learning culture within Mossbourne to ensure that professional development continues to be prioritised to achieve the vision and goals of the Academy
- Ensure that new staff are recruited appropriately, inducted effectively into Mossbourne's culture and that all staff are supported to grow and develop their careers within the Academy
- Ensure effective planning, support and evaluation of work undertaken by teams and individuals, ensuring clear delegation of tasks and devolution of responsibilities
- Set high personal standards which include regular reviews of his/her practice and an active commitment to personal development
- Acknowledge the responsibilities and celebrate the achievements of individuals and teams
- Work closely with governors, both formally and informally, to enable the governing body to meet its responsibilities and to ensure the continuing success of the Academy



Manage Resources

- Be accountable for the management and use of the Academy's resources, ensuring regularity and propriety at all times and reporting regularly to the governing body to ensure the range, quality and use of all available resources, including staff, are monitored, evaluated and reviewed to achieve both maximum benefit for students and value for money
- Maximise the Academy's resources by seeking additional funds from a range of sources
- Manage budgets in accordance with delegations from The Mossbourne Federation, ensuring effective financial control at all levels
- Ensure effective administration and audit control
- Use and integrate a range of technologies effectively and efficiently to manage the Academy
- Ensure the Academy site provides a safe environment which promotes well-being and high achievement
- Advise the governing body on premises requirements, involving governors as appropriate
- Be accountable for the Academy's health and safety arrangements
- Ensure the effective safeguarding and protection of children



Strengthen Community

- Build a Mossbourne culture and curriculum which takes account of the richness and diversity of the Academy's communities
- Present a coherent and accurate account of the Academy's performance and success to a range of audiences, including the media
- Continue to ensure that students have access to a wide a range of people and experiences including building on Mossbourne's extensive enrichment activities, its community-based learning and its extra-curricular activities
- Maintain an effective partnership with parents to support and improve each student's achievement and development
- Encourage and develop good relations between the Academy and the local families it serves
- Promote strong links with the local community: in particular, education, business and the voluntary sectors
- Secure good links with other key partners interested in supporting Mossbourne's development
- Contribute to the education system by sharing effective practice and working in effective partnership with other schools
- Co-operate and work with relevant agencies to protect and safeguard children



Develop The Ethos And Vision

- Act as an effective ambassador and spokesperson for Mossbourne in the local community and in the local media
- Communicate effectively to ensure that all parts of the Mossbourne community (including parents) are kept informed about, consulted on, and have an understanding of Academy's aims, its policies, procedures and future direction
- Develop strong relationships and collaborative ways of working with all stakeholders, including community leaders, the local authority, the DfE and EFA, and local and national educational partners
- Seek out partnerships and work with other public and voluntary sector agencies, clubs and societies in the local community to develop extended services to enable the wider community (including family members) to access knowledge, skills and learning opportunities
- Create a culture where all members of the Academy's community respect and support others and their physical surroundings
- Provide appropriate systems of pastoral care to support the personal development of all pupils and create a caring climate in which self-confidence and social responsibility are encouraged
- Epitomise the Academy's vision and values (as outlined in our "Vision and Values Statement") and at all times adhere to the staff code of conduct
- Undertake other leadership responsibilities or duties commensurate with the post, as directed by the CEO



Generic Responsibilities

- To lead by example and to express continually the Academy's vision, values, aims and priorities
- To contribute to management decisions on all aspects of policy, strategy, development and organisation
- To evaluate the effectiveness of the Academy, in terms of overall provision, including pupil achievement, attainment and teaching and learning
- To maintain and develop effective relationships with all stakeholders, including parents, governors, the local authority and other bodies outside the school
- To attend leadership team meetings as required and to report to staff and governors as necessary

Person Specification

Educational Experience

- PGCE. Degree & further degree and/or evidence of further study or research at a high level. NPOH or willingness to undertake.
- Demonstrably successful senior leadership experience in a similar environment to the academy.
- Proven track-record in raising achievement in a senior role within a secondary environment.

Understanding & Experience of

- How to maximise outcomes for young people.
- National and regional issues impacting the academy sector including funding methodology and school improvement strategies.
- Safeguarding and development of exemplary behaviour on Campus and in the wider community.
- Strategies used for raising standards in an urban multi-cultural education establishment.
- Effective curriculum structures, sound judgement on pedagogy, target setting and assessment frameworks.
- Effective quality assurance, monitoring systems and the ability to hold staff to account.
- Use of data to improve academy efficiency and raise standards.
- Systems for staff professional development, recruitment and retention.
- The Principal's role in financial planning, management and workforce structuring.
- Collaboration and partnership, with governors, education providers and local sport & community initiatives.

Skills, Attitudes and Qualities

- Active support of the Trust & Governing Body in setting strategy and holding SLT to account for performance.
- Incisive thinking, educational vision, the ability to inspire, motivate and enthuse.
- Strategic planning and review skills, management skills, and the ability to prioritise.
- Determination and drive to establish the academy as a provider of outstanding education.
- Highly effective written and oral communication and presentation skills.
- Resilience and ability to deal with pressure and delegate effectively to key staff, supporting them, and holding them to account.
- Networking & ambassadorial skills working with pupils, parents & families, staff, & other community stakeholders.





Application Process

Application deadline

Completed applications must be received by **22nd February 2021**

Please submit your application via e-mail to sgreenman@mossbourne.org

Completing your application

Candidates are asked to complete all the standard information required on the application form, and to submit a supporting statement outlining your suitability for the role.

Discussion and visits

Confidential and informal discussions with the CEO are welcomed - please arrange a suitable time with Youssef Itani, Chief of Staff, on yitani@mossbourne.org.

Candidates are also welcome to arrange a visit to Mossbourne Victoria Park Academy to observe what makes Mossbourne so unique, subject to government guidance on when schools may reopen.

Selection procedure

Interviews are currently planned for early March 2021 subject to government guidance on when schools may reopen. We hope to appoint to this position by the end of March 2020. Shortlisted candidates will be given more details.

The start date is September 2021 or earlier.

References

Candidates are advised that references will be taken up immediately after shortlisting. Candidates are asked to ensure that their referees are warned of the need to respond within the timescale set. In all cases, at least one professional reference is required. The post will be offered subject to satisfactory completion of pre-employment checks.

Prior to appointment, formal checks will be made in accordance with the current statutory requirements relating to child protection.