

Welcome from the CEO

Dear Applicant

Thank you for taking an interest in Ascend Learning Trust, where we pride ourselves on our vision of 'Excellence in Education.' As a community of schools, we strive to achieve this through our relentless commitment to compassion, respect and ambition for all our students, with the potential of every individual within our community valued. As a result of this ambition, we strive to ensure that students receive an incredibly high standard of academic and pastoral care to enable them to leave school with the very best platform for their future. The schools within Ascend Learning Trust are a family, and as such they support each other to continuously improve, providing strength to each other.

As a mother of 3 school age children at both primary and secondary level, I know how important young people's school experience is and it is a privilege to lead an organisation whose purpose it is to support this. As the newly appointed CEO of Ascend Learning Trust (from September 2023) I am fully committed, along with our staff, to ensuring that each child's education is the very best that it can be.

This pack will give you details of the job description and list the main duties of the post, together with further details of the competencies (skills), experience, qualifications, knowledge and abilities required to do the job. It is important that you identify the competencies, experience, qualifications, knowledge and abilities that will be assessed by application form, as you will need to provide evidence that you meet these criteria.

References

We will require two satisfactory references before a job offer is confirmed; one of which must be your Line Manager / Headteacher in your present or most recent employment.

Please remember to check that your referees are actually available to provide a reference, as failure to do this could cause a delay in confirming your appointment.

Further information about the Ascend Learning Trust and the Academies within it, is available on our website info@ascendlearningtrust.org.uk

I hope you will feel inspired to apply to work within the Trust.

Yours sincerely

Jane Coley

Ascend Learning Trust CEO Designate

Band / Salary / Hours

Grade: L20-L23 FTE (DOE)

Salary: £70,733-£76,122 (DOE)

Contract: Permanent, Full Time (Flexible working considered)

Start Date: TBC

Closing Date: Midnight Sunday 18th June 2023

Interview Dates: Tuesday 11th July 2023

How to Apply

To apply please ensure you complete an application form available from the Trust website www.ascendlearningtrust.org.uk or complete the online application. Applications should be submitted via recruitment@ascendlearningtrust.org.uk

Please note CVs will not be accepted. You must complete the application in full giving details of all employment, training and gaps in employment since leaving school.

Please ensure the closing date for applications is met, we cannot be held responsible for lost or late applications. Due to the large number of applications it is not always possible to respond to each application but we aim to respond within two weeks of the vacancy closing date.

Job Description

The job description lists all the main duties of the post, together with further details of the competencies (skills), experience, qualifications, knowledge and abilities required to do the job.

The criteria listed within the job description detail the areas which will be assessed at both application and interview. It is important that you identify the competencies, experience, qualifications, knowledge and abilities that will be assessed by application form, as you will need to provide evidence that you meet the criteria.

Job Description

Role Summary:

- To create an exceptional professional development model for staff which allows their practice to flourish, using pedagogical strategies that secure outstanding outcomes for young people
- To lead and deliver a streamlined and high quality, professional development and pedagogical development strategy across the Trust
- To work alongside the Teaching and Learning (SLT) leads across the Trust

Key Accountabilities:

- Be a member of the Educational Executive Team group and chair of the Teaching and Learning Development group
- Actively embody the Trust's values in strategy and day to day operations
- Lead on key elements of the Trust Strategic Plan strand focused on The Quality of Education.
- Support the development of teacher pedagogy across the trust
- Contribute to the Trust marketing strategy through high quality programmes that facilitate the recruitment and retention of staff and make the Trust attractive to prospective 'joiners'
- When required, lead on school level, post-Ofsted, teaching, learning and assessment areas for improvement
- Support Trust and school programmes that fulfil the mission for establishing strong leadership in learning and teaching at all levels of the organisation

Specific Roles, Responsibilities and Duties

To work alongside the Education Executive by:

- Developing a culture of continuous improvement across the MAT and at each of the constituent schools; able to demonstrate high aspirations for students, being innovative in approaches to school improvement and able to create high levels of staff engagement and buy-in, including with school leaders
- Developing Trust level pedagogical principles which are shared between teachers, departments and schools; using research to inform and guide staff in the implementation of these high quality pedagogical principles and to evidence and evaluate their impact; to focus on first wave teaching that most supports and benefits underperforming groups

- Using evidence based professional learning models to develop a culture of learning at all levels of the organization and supporting programmes that engage student voice in developing best practices
- Use the pedagogical principles to further develop a Trust level CPD programme; ensure that the programme supports and extends upon local CPD programmes. To complete the cycle of delivery, implementation, evidence and evaluation of impact of these programmes in support of staff professional development and school and MAT improvement
- Building capacity for improvement; identifying, developing and using the best teachers, leaders and external partners to ensure school improvement programmes are fully implemented, completed and evaluated.
- Working with school leaders responsible for curriculum development supporting leaders by informing curriculum decisions from a learning model perspective.

Budgets and Training

- Manage the CPD budget across the Trust, ensuring effective use of resources and best value at all times; and to work within the Trust's financial regulations and procedures
- Develop and roll-out the annual CPD calendar for schools and the Trust in line with the School and Trust Development Plans; to ensure that training is disseminated efficiently and to evaluate the effectiveness of training in improving the educational outcomes of students
- Work with individual leads in each school to ensure cohesive and consistent practice across the Trust

General Responsibilities as a Member of the MAT

- Fully contribute and participate in MAT level leadership meetings
- Attend Local Governing Body and Trustees meetings as directed and to deliver presentations on specific areas of focus including initiatives, strategy and outcomes
- Using networks to attract funding, resource and capacity to the Trust, offering support in the system and marketing the Trust as the employer of choice

General Responsibilities

- Support the work of the Trust and constituent schools
- Uphold and enforce school and Trust rules and work in co-operation with colleagues to promote the high standards of behaviour and concern for others
- Perform duties in a professional manner and with integrity at all times within the role of the job
- Develop and maintain excellent working relationships with all stakeholders
- Understand and maintain confidentiality in all areas of the job and at all times

- Undertake any other reasonable duties as may be required from time to time that are within the level of the post on the direction of the Chief Executive Officer. Adhere and comply with all school and Trust policies
- Responsible for own training and development needs and participate in training opportunities in line with the needs of the Trust

These duties and responsibilities should be regarded as neither exhaustive nor exclusive as the post holder may be required to undertake other reasonably determined duties and responsibilities commensurate with the grading of the post.

The Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment

Person Specification

Knowledge & Skills:

- Qualified Teacher Status (E)
- Evidence of Postgraduate study (D)
- Evidence of appropriate CPD (E)
- Evidence of impact in leadership roles undertaken to date (E)
- Experience in a similar role in another organization (D)
- Extensive experience of promoting the practice of good teaching and learning to a variety of audiences e.g. (teaching, support staff, students, parents, governors) (E)
- Track record of successful teaching in at least two key stages (E)
- Experience of working in both primary and secondary phases (D)
- Evidence of effective line management of colleagues (E)
- Experience of the successful management of Ofsted in a leadership role (D)
- Evidence of a secure knowledge of the available research and best practices of professional development, teaching, learning and assessment (E)

Personal Qualities

- Having strong presence and high credibility with colleagues, having skills in persuasion, confident to liaise with other professionals both in and out of school and to talk to audiences of many different types. (E)
- Outstanding communication skills. Responding with speed, efficiency and highly organised behaviours to ensure that strategic drive and the impact of the role is maximised. Being a step ahead and outward facing in communicating this (E)
- A bold, forward-thinking strategic thinker (E)
- An independent worker, well organised and methodical, including the management of administration, able to meet deadlines consistently and to work effectively under pressure (E)
- An understanding of the barriers to learning for staff and students and a variety of strategies to overcome them (E)
- An understanding of data and evidence of being able to monitor pupil progress and taking appropriate action, an understanding of the factors which promote excellent pupil progress and high attainment (E)
- A competent user of ICT for all purposes relevant to the job description (E)
- An understanding of how technology can be used to support the role and teaching and learning (D)
- A firm understanding of and commitment to safeguarding (E)
- A firm understanding of and a commitment to social inclusion (E)
- A firm understanding of and a commitment to equality (E)
- Experience of organising and chairing meetings and subsequently holding others to account for the execution of action points (E)
- Appointment to the post is subject to a satisfactory enhanced DBS check (E)

About Ascend Learning Trust

The Ascend Learning Trust formed in 2017 and is a successful Trust with seven schools geographically spread across Wiltshire and Swindon.

The values of Compassion, Respect and Ambition are those which are essential in Ascend Learning Trust and we are dedicated to ensuring every pupil achieves above and beyond their potential with secure and enduring relationships with and within each Academy in the Trust.

We offer Compassion – to understand and recognise the needs of the many members and stakeholders of each Academy whose lives will be enhanced and enlightened through their experiences in and out of the classroom.

We seek and offer Respect for the traditions, knowledge and experiences gained over many years in our Academies through developing and supporting staff as they progress their careers in school and pupils on leaving school.

We seek and hold Ambition for our Ascend Learning Trust community for the future, its economic development, its safety, its ability to thrive, to be a great place to learn and to work and to have a vibrant educational community with amenities for all age groups.

As a member of our staff you will share our values of **Compassion, Respect and Ambition** working to achieve our shared mission of offering **Excellence for All**.

Each Academy and its staff seek to strengthen each other, sharing good practice and building capacity whilst maintaining its own identity and working with its own community.

We encourage applications from strong individuals who are passionate about providing opportunities for young people in our community, if you have the vision, energy and determination we welcome an application to join our Trust.

Work for Us

As well as our commitment to staff development opportunities we also offer a wide range of services which support your employment journey with us, these include:

Professional Development

The North Wiltshire School Centred Initial Teacher Training is part of our Trust training new entrants to the profession. We lead a Challenge Partner Hub of around 30 schools and are 1 of only 13 Designated OLEVI Centres in the country.

The aim is for our offer and indeed entitlement for staff to receive the very best possible opportunity. Investing in our staff is investing in our future. The structures on offer will focus on professional learning and look at highly effective strategies that work in the classroom. In addition, there will be a thematic approach to your development so that you can choose the most appropriate areas for your development. These themes will focus on Teaching and Learning, Leadership, and Coaching and Communication, and can either be taken in isolation or combined to increase your overall level of practice.

Benefits

We also offer an excellent staff benefit package which includes discounts on high street stores, restaurants, cinemas and gyms as well as having a wellbeing hub and a cycle to work scheme. Examples of great discounts currently on offer include:

- 10% off Eyewear
- 20% off Gym Membership
- 25% off monthly subscription to online gym memberships
- Hundreds of offers and discounts and cashback on local and national stores
- On site flu vaccinations
- Teachers and Wiltshire Pension scheme
- Generous annual leave for support staff up to 30 days (+ 8 bank holidays per year)

Wellbeing

We are committed to ensuring all staff have a safe environment to work in and we promote good health and wellbeing. As a signatory of Mindful Employer we are committed to reducing the stigma attached to mental health and work with schools to develop a strategy for wellbeing for each school.

This includes:

- Developing a wellbeing statement which focuses on the commitment to support staff health and wellbeing,
- Providing opportunities to ensure there is a trained first aider in each school,
- Supporting staff through a dedicated EAP which offers counselling, CBT courses and advice and guidance to all staff,
- Offering OH support to ensure staff are supported when required,
- Trained Mental Health First Aiders in all schools, and Central Team.

References

We will require two satisfactory references before a job offer is confirmed; one of which must be your line manager in your present or most recent employment.

If you are at school/college or are leaving university please give details of the name and address of your Headteacher or tutor.

Please remember to check that your referees are actually available to provide a reference, as failure to do this could cause a delay in confirming your appointment.

All staff are required to undertake employment checks which include:

- References (for all staff and volunteers)
- Right to work in the UK (ID check)
- Qualification checks
- Barred List check
- DBS check (for all staff and volunteers)
- Childcare Disqualification check (primary only)
- Health checks

Ascend Learning Trust is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff and volunteers to share this commitment. We particularly welcome applications from under-represented groups including ethnicity, gender, transgender, age, disability, sexual orientation or religion.

Please note any position that involves working with children requires declaration of ALL convictions/cautions regardless of whether these are deemed as spent and a DBS check will be carried out before any employment commences.

References will be obtained before interview at short-listing stage and may be used in the interview process. If previous employment has included working with children, then at least one referee must be from this employment regardless of whether this is the current or most recent employment. Any gaps in employment must be detailed and an explanation provided in the relevant section.