



# Diocese of Salisbury Academy Trust

*'Beyond expectations for all of God's children'*

## Professional Learning and Improvement Leader

*Part-time 0.6*



**Recruitment Pack**



# Welcome to the Diocese of Salisbury Academy Trust (DSAT)

**and thank you for your interest in working with us. The Trust is based at the Diocesan Education Centre in the historic village of Wilton, located three miles to the West of the medieval city of Salisbury.**

In this pack we have enclosed some interesting and useful information about the Trust, which works with twenty-two academies across the Diocese. You can find out more about these and the strengths of our organisation on our website at [www.dsat.org.uk](http://www.dsat.org.uk). We take safeguarding seriously and candidates will be subject to rigorous procedures to ensure that our children are suitably protected at all times. This will include an enhanced DBS check for all successful candidates before employment is confirmed.

## **This recruitment pack includes:**

### **Our Trust**

Brief outline of who we are and what we do

### **Job Advert and How to Apply**

Please ensure that your application relates to the correct advertisement and that you have been able to find details of how to apply with the correct form.

### **Job Description and Person Specification**

We aim to provide you with a clear indication of the role you are applying for. When completing your application, we ask you to relate your experience and skills to the Job Description and Person Specification in a clear and succinct manner.

### **DSAT Vision and Values**

This document outlines the strength of the ambitions that we have for our Trust and our vision for all of the children in the Trust.

### **Equal Opportunities Monitoring Form**

We are committed to equality in the workplace and supporting the development of all our employees.

### **Privacy Notice**

We want you to be aware of how any personal data you provide will be processed up to and beyond the appointment of a successful candidate.



Diocese of Salisbury  
Academy Trust

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## Letter from the Director of Education

Dear Colleague,

Thank you for showing an interest in the post of Professional Learning and Improvement Leader within the Diocese of Salisbury Academy Trust (DSAT). This is a new post and should you decide to apply for this position, you will be joining DSAT at an exciting time, in a period of growing collaboration and development within our academies across Wiltshire and Dorset.

DSAT is a strategic and forward-thinking Trust and recognises the strengths, needs and challenges across all its academies. We are looking for a professional who is welcoming, compassionate, highly organised and self-motivated who can support the promotion of high expectations and aspirations throughout the Trust. The successful candidate will be a key member of our Academy Improvement Team, meeting new challenges and working in partnership to drive forward improvements in all our academies. Being committed to excellence within all our academies, you will be working in collaboration to build strong partnerships with a range of stakeholders, working across the Trust for the growth of thriving Christian learning communities, allowing us to achieve our vision of going 'beyond expectations for all of God's children.'

A major part of this role will be to support the leadership, management and facilitation of our Collaborative Professional Learning (CPL) offer. This will include compiling and organising the annual offer, liaising with facilitators and securing high quality input from external sources. You will build strong and effective links with our Teaching School Hub partners and guide the delivery of the Early Careers Framework and National Professional Qualifications as part of our Regional Delivery Partner role. There will also be opportunities for delivering professional learning both at Trust level and in individual schools. As a member of the Academy Improvement Team, the successful candidate will also be expected to carry out specific pieces of school improvement, working with middle leaders and teachers where required.

If you would like further information about this exciting role, please contact our Director of Education, Jo Hicks, through Nicki Summerill [nsummerill@dsat.org.uk](mailto:nsummerill@dsat.org.uk) or 01722 548519. We are willing to be flexible in terms of working days, and will consider secondment opportunities, or dual working alongside another post.

I look forward to hearing from you.

Best wishes,

Jo Hicks  
Director of Education



# Job Advert

<b>Job Title</b>	Professional Learning and Improvement Leader
<b>Academy Name</b>	Diocese of Salisbury Academy Trust
<b>Location</b>	Wiltshire/Dorset
<b>Contract Type</b>	Permanent and part-time 0.6 (3 days per week)
<b>Salary</b>	L6-L10 (£47,735 - £52,723 FTE) to be updated for 2021 figures when available.
<b>Pension</b>	Teachers' Pension Scheme or LGPS subject to final terms
<b>Contact</b>	Jo Hicks, Director of Education through Nicki Summerill <a href="mailto:nsummerill@dsat.org.uk">nsummerill@dsat.org.uk</a> , 01722 548519
<b>Closing Date</b>	Wednesday 6 <sup>th</sup> October 2021
<b>Interview Date</b>	Thursday 14 <sup>th</sup> October 2021
<b>Start Date</b>	1 <sup>st</sup> January 2022

Please note that terms and conditions will be finalised with the successful candidate. We are willing to be flexible in terms of working days, and will consider secondment opportunities, or dual working alongside another post. Please speak to us to discuss any specific questions you may have in this regard. This is advertised as a part-time 0.6 role.

The post holder will work closely with the Academy Improvement Team and individual academies to enable them to secure rapid improvement and sustain high quality practice. This role will involve significant travel around the Diocese as well as home/office working.

We are looking for a high-quality candidate who can:

- Lead, manage and promote high quality professional learning opportunities underpinned by research
- Build and help to sustain Trust-wide collaborative improvement
- Work alongside middle leaders and teachers to enable them to develop and improve their practice
- Demonstrate evidence of successful school improvement at a primary level
- Support the Christian ethos of the Trust



In return we can offer you:

- Opportunities for your own Collaborative Professional Learning
- An exciting staff wellbeing and benefits package
- A dedicated, caring and enthusiastic team
- A varied working environment
- A competitive salary

The Diocese of Salisbury Academy Trust is committed to safeguarding and promoting the welfare of children and equal opportunities in employment and expects all staff and volunteers to share this commitment.

If you are interested in this position and would like to have an informal conversation about the role before making the decision to apply for the post, please contact Nicki Summerill via 01722 548519 or [nsummerill@dsat.org.uk](mailto:nsummerill@dsat.org.uk) to make an appointment with the Director of Education. When you have enough information to make your decision to apply, please complete all sections of the application form. All applicants will be notified of shortlisting decisions by email. References for shortlisted candidates will be requested before interviews.



# Job Description

**Role Title:** Professional Learning and Improvement Leader

**Salary Scale:** L6-10

**Role purpose:** To support the leadership of and to manage and facilitate the Trust Collaborative Professional Learning offer. To provide improvement support to middle leaders and teachers as requested by the Director of Education (DE) or the Regional Directors of Education (RDE).

**Accountable to:** Director of Education

**Time required:** 3 days per week (0.6)

Employment could be considered alongside an existing role in negotiation with current employer.

## Responsibilities of the role

### STRATEGIC

- i. Ensure that the commitment and Christian vision of the Trust and schools is clearly articulated, understood and acted upon effectively by all staff.
- ii. Provide leadership in the development of Trust-wide and school-specific projects and strands of work.
- iii. Manage and facilitate the Trust Collaborative Professional Learning (CPL) offer including providing support and guidance to lead practitioners and facilitators, as well as quality assurance.
- iv. Contribute to the development of the Trust's shared objectives and commitment.
- v. To support the CEO and Academy Improvement Team (AIT) in the strategic leadership of all school improvement functions across the Trust.
- vi. To develop effective relationships with staff and stakeholders across the Trust.

### SCHOOL IMPROVEMENT

- i. To provide school improvement support and challenge at the request of the DE/RDE; to include training, mentoring, coaching, monitoring, evaluating and reporting.
- ii. To support and challenge middle leaders and teachers to ensure the highest quality of education which leads to high rates of progress and high attainment.
- iii. To work closely with middle leaders and teachers, to provide necessary advice and support which has an impact on outcomes for children and young people.
- iv. To support schools in the development of their Christian ethos and distinctiveness as effective Church of England schools.
- v. To support schools in their preparation for any external inspections and to respond appropriately to the subsequent recommendations.
- vi. To lead CPL within schools.
- vii. Leading through high expectation and aspiration, and by challenging mediocrity and under-performance.
- viii. To support schools in the self-evaluation process.

### SCHOOL LEADERSHIP

- i. To contribute to and facilitate the DSAT programme of CPL for all staff.
- ii. To be accountable for identifying risks and reporting to the DE/RDE.
- iii. To work in a leadership role within a school, should the need arise.
- iv. To provide leadership support to boost and sustain capacity within a school, should the need arise.

### TRUST

- i. To prioritise the safeguarding of all children in the Trust at all times.
- ii. Be a strong advocate for being part of DSAT and collaborative working.
- iii. Research and draft documents, policies, schedules and handbooks in collaboration with the DE/RDEs.
- iv. Ensure that Trust policies, protocols and handbooks are followed by others.
- v. Produce written and oral reports for the DE on work in schools.
- vi. Work alongside members of the DSAT Services Team in the management and facilitation of the CPL offer.
- vii. Support the aims and objectives of the Trust and its schools.

### OTHER

- i. Carry out such other tasks as deemed appropriate by the CEO and DE.



# Person Specification

	Essential	Desirable
<b>Qualifications and experience</b>	<ul style="list-style-type: none"> <li>• Degree level qualification</li> <li>• Successful senior leadership that has led to demonstrably strong outcomes</li> <li>• Experience in organisational, resource and financial management</li> <li>• Knowledge of the OFSTED Inspection criteria and processes</li> <li>• Experience of working with middle leaders and teachers in schools</li> <li>• Experience of supporting successful school improvement</li> <li>• Experience of writing and presenting policy and strategy and recommending appropriate future action</li> <li>• Experience of effective partnership working and of developing good working relationships with all stakeholders</li> <li>• Experience in the analysis and evaluation of performance data</li> <li>• Experience of leading and managing professional learning</li> <li>• Experience of leading action research that impacts on improvement</li> </ul>	<ul style="list-style-type: none"> <li>• Experience of working across schools</li> <li>• Knowledge and experience of SIAMS</li> <li>• Higher level qualifications</li> </ul>
<b>Skills and abilities</b>	<ul style="list-style-type: none"> <li>• Interpersonal skills and proven ability to develop and implement strategies to achieve positive outcomes</li> <li>• Ability to quickly adapt to change</li> <li>• Proven ability to generate and deliver collective vision and shared purpose</li> <li>• Demonstrable commitment to on-going development and the learning of new skills where required by the role</li> <li>• Ability to collect evidence and make sound judgements against agreed criteria</li> <li>• Effective organisational skills</li> <li>• Advocacy, facilitation and negotiation skills</li> <li>• Able to support the Christian ethos of the MAT</li> </ul>	<ul style="list-style-type: none"> <li>• Understanding of the statutory and financial framework in which Academies operate</li> <li>• Familiarity with the workings of an Academy Trust</li> </ul>
<b>Work-related personal qualities</b>	<ul style="list-style-type: none"> <li>• Demonstrable personal enthusiasm and commitment to leadership aimed at making a positive difference to children and young people and raising standards</li> <li>• High levels of personal resilience and dedication</li> <li>• The ability to reflect critically but constructively on a range of educational issues, challenges and opportunities</li> <li>• Commitment to support the aims of the MAT</li> <li>• Commitment to Church schools</li> <li>• Ability to and enthusiasm for travel within the Diocese in order to carry out duties</li> </ul>	<ul style="list-style-type: none"> <li>• The ability to provide spiritual leadership within the context of Church school leadership</li> <li>• Eternal optimism!</li> </ul>



Our vision is for the growth of thriving Christian learning communities, providing everyone with the opportunity to achieve more than they ever thought possible. Christian service is at the heart of all we do, as we help young people to develop excitement in learning and to live life to the full. We value everyone equally and demonstrate this through our words, actions, community life and the quality of the opportunities we provide.

Our young people will be inspired to develop academically and spiritually, aspiring beyond their own and others' expectations.

We put God's love into action through our values of love, reconciliation, hope, forgiveness, peace, grace, justice and joy. Working with our parishes and communities, we encourage an understanding of the significance of faith through teaching, worship and prayer.

We love learning and are passionate about the high standards we can achieve in all aspects of life.

We build strong partnerships, learning with and from others as we challenge ourselves to reach new heights. We give of our best and expect the best from one another.

We celebrate the achievements of every individual and share our successes widely.



# Background to DSAT

The Diocese of Salisbury Academy Trust (DSAT) was established at the end of 2013 to provide a home for schools within the Diocese of Salisbury who wanted to convert to academy status. From January 2021, the Trust has twenty-two academies. Whilst the Trust is a separate entity to the Diocesan Board of Education (DBE), they work together in dynamic and strategic partnership to transform provision and outcomes for the children in their care.

Alongside its improvement work in its current member academies, the Trust is working actively with other schools and the Regional Schools Commissioner (RSC) to grow its family of academies. This will enable a greater level of system-led improvements, further opportunities for collaboration between leaders and staff at all levels of the organisation and better economies of scale, vital in the current challenging economic climate.

DSAT provides an opportunity for schools to convert to academy status in a way that is different to many academy trusts.

- Individual schools that can thrive in their own context and in line with their own vision and values;
- A home for church schools committed to maintaining their distinctiveness, based upon their Christian values;
- A home for schools without a Christian foundation, who are wanting to work with us in partnership to secure better outcomes for children;
- A dynamic collaboration, working in conjunction with a range of partners, to deliver tailored programmes of school improvement that will meet the needs of each academy;
- Services available to academies that will support improvements to teaching and learning, allowing schools to focus on their core business rather than being distracted by academy business;
- The flexibility to meet schools where they are on their journey and to adapt to their specific circumstances;
- Opportunities to operate in close partnership and strong relationship with the DBE, the RSC and local authorities for the good of our academies.



The Salisbury Diocesan Board of Education (SDBE), formed in 1830, is one of the oldest formal diocesan bodies. Many of the church schools were founded before that date, and the Board was formed to support their work and to promote new schools. The Diocese today extends over 2,000 square miles, with a population of just under 860,000. There are a total of 195 schools and academies serving 40,000 children. The SDBE works across a number of counties and local authorities, working closely in mutually beneficial partnership with them in order to progress the life-chances of the children in their care. DSAT is open to both church and non-church affiliated schools across the region.

To find out more about our Trust, and to see a map of our locations, please go to [www.dsat.org.uk/map](http://www.dsat.org.uk/map).