



Trinitas

Academy Trust



SCHOOL IMPROVEMENT AND DEVELOPMENT
DIRECTOR RECRUITMENT PACK
June 2023

It gives me great pleasure to welcome you to Trinitas!

I am both proud and privileged to be serving as CEO of Trinitas Academy Trust, a family of schools with an unrelenting desire to achieve our vision:

“We believe that all children deserve the best education, and all staff deserve to be valued and developed. Our Trinitas family, Christian faith, and unrelenting desire to improve society, underpin everything we do. Creativity, compassion and high expectations drive the Trust to ensure that every person within its community flourishes.”

When any of us choose to work in education we do so because we want to improve the lives of the next generation, and to inspire and encourage children to be the best they can be. At Trinitas this is exactly what we aim to do, whilst enabling each school to thrive within its own distinctive ethos and character. Central to this is our strapline of ‘Faith, Family, and Flourish’:

Faith – in ourselves, in each other, and for those who believe, in God

Family – working as a connected unit, sharing challenges and successes

Flourish – keeping people at the centre of what we do so that all, children and adults alike, can flourish

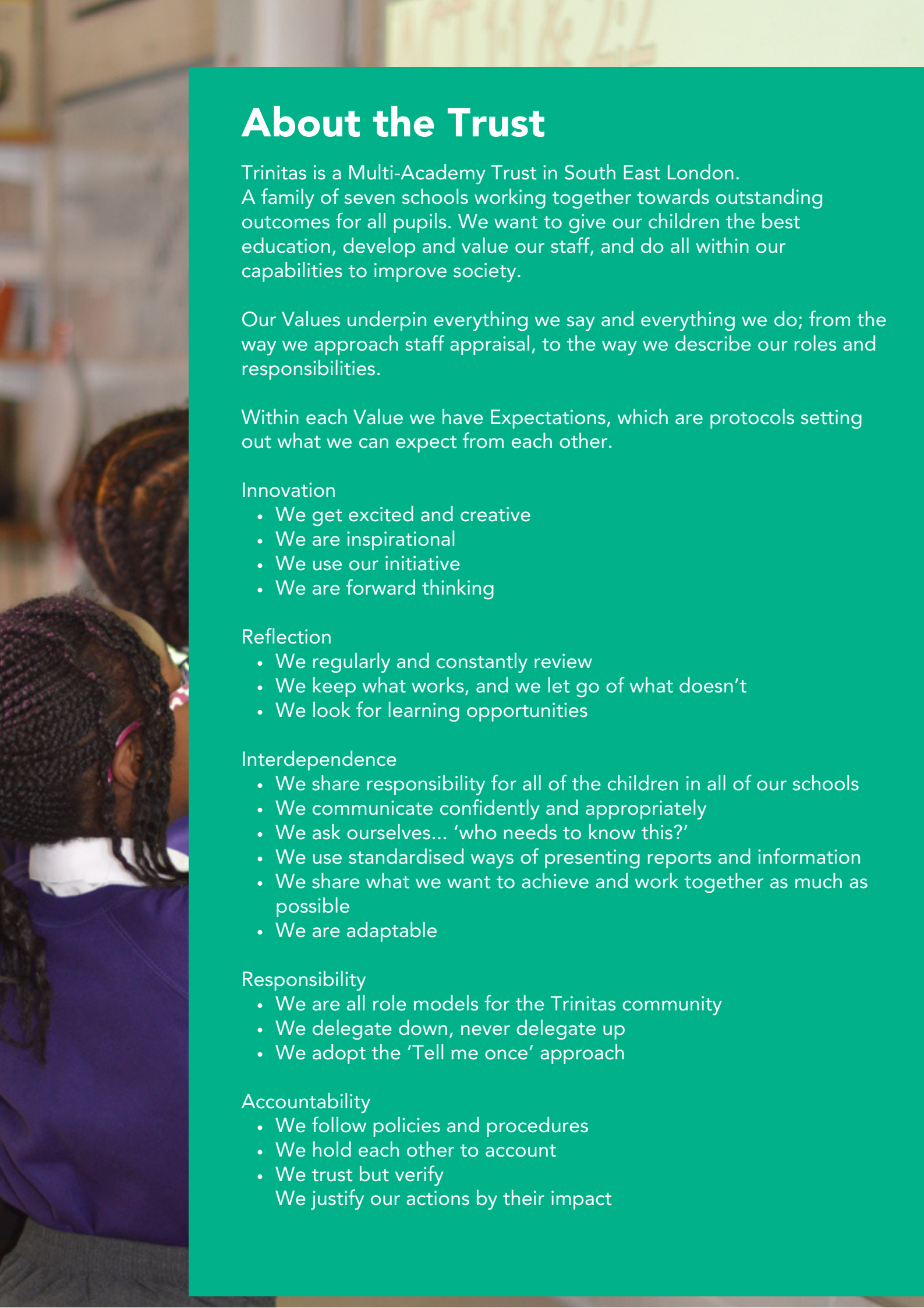
Trinitas has a mix of faith and non-faith schools, across all sectors of education (Primary, Secondary & Special Schools), and this blend enables us to share a wealth of expertise across the Trust as we continue to support one another to achieve our vision. Whilst we celebrate individual school distinctiveness, we are a single organisation working collaboratively to achieve the very best outcomes for every member of our Trust family.

Leaders, teachers and support staff, both in the classroom and out, work as one team to provide the best experience for our children. They are talented, skilled, dedicated professionals working closely with the wider school community, making sure that we meet the needs of children and their families. We are there to support and encourage every Trinitas child and their family as they take their first steps into school, and as they take their last steps from the Sixth Form and into their future.

Having worked in education my whole career I absolutely believe it changes lives - education can equip learners with agency and a sense of purpose, and the competencies they need, to shape their own lives and contribute to the lives of others. I'd welcome the opportunity to work with you to change lives.

Simon Godden
CEO, Trinitas Academy Trust



A blurred background image showing the back of a child's head with braids and another child's head in the foreground, both wearing purple school uniforms, looking towards a classroom with bookshelves.

About the Trust

Trinitas is a Multi-Academy Trust in South East London. A family of seven schools working together towards outstanding outcomes for all pupils. We want to give our children the best education, develop and value our staff, and do all within our capabilities to improve society.

Our Values underpin everything we say and everything we do; from the way we approach staff appraisal, to the way we describe our roles and responsibilities.

Within each Value we have Expectations, which are protocols setting out what we can expect from each other.

Innovation

- We get excited and creative
- We are inspirational
- We use our initiative
- We are forward thinking

Reflection

- We regularly and constantly review
- We keep what works, and we let go of what doesn't
- We look for learning opportunities

Interdependence

- We share responsibility for all of the children in all of our schools
- We communicate confidently and appropriately
- We ask ourselves... 'who needs to know this?'
- We use standardised ways of presenting reports and information
- We share what we want to achieve and work together as much as possible
- We are adaptable

Responsibility

- We are all role models for the Trinitas community
- We delegate down, never delegate up
- We adopt the 'Tell me once' approach

Accountability

- We follow policies and procedures
- We hold each other to account
- We trust but verify
- We justify our actions by their impact



About the Role

We are looking to appoint a dedicated leader with vision and integrity to champion our schools and Trust as we continue on our improvement journey.

The role of the School Improvement and Development Director is to ensure efficient and effective delivery of the Trust's strategic aims which is to improve educational performance in all academies through highly effective school improvement.

The School Improvement and Development Director will be expected to:

- Effect consistent educational improvement across Trinitas Academy Trust, in order to secure the very best for pupils.
- Lead, manage and co-ordinate the work of all colleagues involved in school improvement across all phases and have a strategic overview of school improvement across the Trust, ensuring that robust systems are in place.
- Be responsible for the work of school improvement, safeguarding, quality assurance, standards, and overall effectiveness across all schools in the Trust.
- Have Line management responsibility of the Trust's lead for safeguarding.

How to apply...

Informal conversations with the CEO are encouraged, if you would like to arrange a chat, please contact Tina Solliss by email tsolliss@trinitasacademytrust.org

- **The closing date for applications is: Midday 22nd June 2023**
- **Interviews: Week commencing 26th June 2023**

For further information and to apply, please click here

<https://www.mynewterm.com/jobs/413831535/EDV-2023-TAT-33386>

Job Description

Post:

School Improvement and Development Director

Contract:

Permanent, Full/Part Time

Reporting to:

Trinitas CEO

Liaising with:

School Principals and Senior Leadership Teams, Trust Central Executive Team, Curriculum and Improvement Leads, Trustees, External Bodies and Support Services

MAIN PURPOSE

The key purpose of the role is to effect consistent educational improvement across Trinitas Academy Trust (TAT) in order to secure the very best for pupils.

As an integral member of the Executive Leadership team, the Director will lead, manage and co-ordinate the work of all colleagues involved in school improvement across all phases and have a strategic overview of school improvement across the Trust, ensuring that robust systems are in place.

Overall responsibility for the work of school improvement, safeguarding, quality assurance, standards, and overall effectiveness across all schools in the Trust.

Line management responsibility of the Trust's lead for safeguarding.

MAJOR DUTIES & RESPONSIBILITIES – TRUST LEVEL

- Lead the Trust's data and quality assurance activities to ensure that TAT has live, accurate and forensic data on school performance, including attainment, progress, absence, and behaviour data, and ensure that all DfE, Ofsted, SIAMS, Board and central team requirements for data are met.
- Using the information from forensic analysis of in-year progress across schools, strategically plan and manage the delivery of the school improvement offer to the Trust's schools.
- Lead and oversee the development of, and support for, pedagogical research.
- Take responsibility, with the CEO and Principals for ensuring that preparation for and follow up to all Ofsted inspections are thorough, robust and lead to the best possible outcomes.
- Take strategic responsibility for promoting innovation in learning and teaching within the wider agenda for enhancement of pupil experience.
- As part of the Executive team, develop, implement, and evaluate policies and practice, specifically, those which focus on school improvement, teaching and learning and leadership development.
- Develop effective communication styles to influence strategic direction and operational objectives.
- Understanding of the financial, legal, and political context of Multi Academy Trusts and their partners.

Job Description

- As required, to collate and provide information required for Trustees and the annual report.
- Represent, as required, the Trust at meetings with the DfE, RSC and other parties.
- Provide strategic advice, and professional expertise and insight into the Trust's growth strategy, including involvement in the due diligence process for new schools.
- To oversee the programme of induction and professional development for ECTs across the Trust.
- Contribute to and support the delivery of the Trust's Business Plan and develop and lead on projects which address the strategic priorities of the Trust which are relevant to the role.
- Work with the Trust's lead for safeguarding to coordinate safeguarding across the Trust, ensuring that training is of a high standard and safeguarding policies and procedures are robust and applied consistently across the Trust.

MAJOR DUTIES & RESPONSIBILITIES – SCHOOL LEVEL

- Support and challenge schools to improve student and staff performance and behaviour. Ensure challenging school targets are set and met.
- Support schools to implement an exciting, stimulating and challenging curriculum for all pupils.
- Support and develop the talent of Trust staff and ensure high quality leadership within Trust schools. Keep the CEO up to date with school progress and development.
- Direct and ensure improvements in achievement for disadvantaged pupils.
- Provide advice and deliver challenge on a range of school improvement activities and issues that often require high-level problem-solving skills and innovative, creative solutions.
- Develop collaborative work between schools relating to school improvement and work with the CEO to develop and disseminate highly effective practice across the Trust in all phases.
- Use initiative to solve a wide range of issues, e.g. providing creative responses to new developments in learning and teaching; initiating activity when changes to the service would result in improved performance.
- Provide inspirational vision and leadership to Principals and school staff.
- Raising standards of achievement and improving the quality of teaching, management and leadership in schools and ensuring high-quality provision and continuous improvement.

Person Specification

	Essential	Desirable
Qualifications	• Degree • QTS • Demonstration of commitment to ongoing professional development	• Masters or higher-level qualification such as NPQH
Experience	• Successful experience of providing school improvement support to other schools • Track record of successfully leading school improvement as demonstrated by Ofsted judgments and / or student outcomes over time • Extensive understanding of teaching and learning and how to raise standards for all; including disadvantaged and SEND • Experience of leadership in a good or outstanding school / academy / Trust • Successful leadership of a school through inspection / external scrutiny processes • Effective development of teams and leaders with impact on standards • Successful challenge of underperforming staff	• In depth knowledge of statutory requirements, procedures and regulatory requirements relating to academy Trusts
Knowledge & Understanding	• Knowledge of a wide range of school improvement strategies • Keen understanding of all relevant data; ability to analyse forensically and use analysis to inform improvement planning • Understanding of, and ability to implement rigorous self-evaluation • Strong knowledge and understanding of external assessment / examination and reporting measures	• Excellent knowledge and recent leadership experience of both secondary and primary education

Person Specification

Essential

Desirable

Skills & Abilities

- Excellent written and oral communication skills
- Able to present engagingly to a variety of audiences in a range of settings with confidence, accuracy and emotional literacy
- Awareness of the importance of regular and transparent communication with colleagues
- Able to produce high-quality, concise, and logical written reports
- Ability to enthuse and motivate all staff enabling them to carry out their roles to the highest level through appraisal and CPS

Trinitas

Academy Trust

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