

Job Description



POST:	Strategic Careers Leader
FUNCTION:	Strategic leadership of careers
RESPONSIBLE TO:	National Lead for Careers
RESPONSIBLE FOR:	Support, development and training of Careers Leaders
SALARY:	Scale point 35 to 39 (£44711 to £52674) dependent on location + Local Government pension scheme
LOCATION:	National
WORKING PATTERN:	Full time (52 wks)
DISCLOSURE LEVEL:	Enhanced

JOB PURPOSE:

This full-time post provides an exciting opportunity to work with one of the largest Multi Academy Trusts in the country with the remit of delivering strategic careers leadership and support to our 24 secondary academies and developing links across our primary phase too. The postholder will drive the strategic plan to support academies, so there is a clear standard and expectation of the level of careers provision that all academies will offer their students, providing greater equity of opportunities, guidance and support for all students, across all academies in every region. The successful implementation of the national careers strategy will see:

- More seamless integration of CEIAG across the curriculum, including personal development
- More students are in sustained destinations once they have completed Key Stage 4 education, and a reduction in the number students who are NEET
- More informed careers guidance and information for students in Key Stage 3 and developing closer links with careers education in the primary phase
- An integrated approach to alumni within the careers provision for all academies
- Less variation in the quality/level of careers provision across different academies and regions
- More bespoke training and CPD offered to careers leaders to upskill and encourage them to undertake careers leader qualifications



The role will:

You will work directly with careers leaders and senior leaders to diagnose strengths and weaknesses, and support academies to address their areas of development. The successful candidate will help academies to build their own capacity and promote sustainable improvements. You will be instrumental in sharing best practice as well as delivering regular CPD to meet these goals. You will work closely with the National Lead for Careers Education as well as colleagues from the National Education Team.

SPECIFIC RESPONSIBILITIES:

- Drive the Trust strategy for careers, including vision, ambition and intent
- Work closely with the National Lead for Careers to ensure the successful implementation and development of the national careers strategy
- Develop and embed effective careers guidance across the Trust (student careers learning journey)
- Develop leadership and distributed leadership of careers throughout the Trust (including training/CPD)
- Ensure effective use of data to drive impact evaluation and continuous improvement across the Trust
- Plan for strategic improvement by ensuring effective use of tools to support Careers Leaders through the Careers Enterprise Company
- Drive engagement between Careers Leaders and the network of Careers Hubs, employers and providers of education
- Share good practice across the Trust through forums and regional cluster meetings /seminars.

DUTIES AND RESPONSIBILITIES

Strategic Leadership:

- Design, develop and a deliver the Trust wide careers strategy, ensuring that all Oasis academies have an embedded programme of careers education, and engage employers and progression partners so that every student has meaningful encounters and finds the right pathway for them to succeed in life.
- Increase the capacity of schools to deliver a highly effective careers programmes through clear communication and exceptional training.
- Develop a careers curriculum with associated resources to support the delivery of highly effective careers programmes throughout our schools.



- Support school Careers Leads with the development and delivery of the career guidance programmes in schools and ensure the Trust meets statutory (PAL) requirements and the Gatsby Benchmarks.
- To lead on CEIAG projects across the Trust, through coordination, implementation and evaluation of those projects.

Programme Development:

- Design and oversee career-related programmes and initiatives in collaboration with school Careers Leads, including work experience placements, internships, and career fairs.
- Support academies to ensure every student receives at least one personal guidance interview before the end of Year 11 and again before the end of Year 13, supporting students at key transition points and ensuring students are prepared to make positive transitions, including by assisting with UCAS.
- To work with the Careers Leaders and the learning and development team to model innovative methods of careers guidance delivery, including apprenticeships and coordinating quality assurance mechanisms.
- To develop resources and learning materials, and deliver appropriate CPD for staff
- To network and liaise with employers and businesses to develop meaningful relationships and establish partnerships to enrich the Trust's careers curriculum and our apprenticeship provision.
- Support Careers Leaders in organising key events and activities promoting careers, e.g., post-16 option events.

Monitoring and Evaluation:

- Track and assess the effectiveness of career programmes and initiatives in collaboration with Careers Leaders, using data to inform continuous improvement and report on outcomes to the National Lead for Careers.
- Support academies with the effective use of data analysis tools such as Compass+, future skills questionnaires and Unifrog to identify areas of strength and areas for improvement.
- Produce a termly report on careers provision which will be used to update the National Lead for Careers and Trustees.

Partnership Building:

- Forge strong partnerships with local businesses, further/higher education institutions, apprenticeship providers, national education providers and community organisations to create aspirational career opportunities for students.
- Work in close collaboration with the Careers Enterprise Company to share and disseminate careers information, guidance and training to careers leaders, and attend national/regional seminars and training.
- Support careers leaders to develop and maintain links with local, regional and national employers and organisations, to secure suitable opportunities for students.

- To identify areas of best CEIAG practice across the wider education sector, and manage the implementation of improvement plans in response to good practice.



K. Safeguarding children and young people

Oasis is committed to safeguarding and promoting the welfare of children and young people. We expect all staff to share this commitment and to undergo appropriate checks, including an enhanced DBS check.

OTHER:

The above responsibilities are subject to the general duties and responsibilities contained in the Statement of Conditions of Employment.

The duties of this post may vary from time to time without changing the general character of the post or level of responsibility entailed.

Signed:

Employee:		Line Manager:	
Print Name		Print Name	
Date		Date	

Regional Teacher Educator Person Specification



Our Purpose

The vision of Oasis Community Learning (OCL) is to create 'Exceptional Education at the Heart of the Community.'

All our Academies are committed to achieving this vision through developing character, competence and sense of community with every child, providing a rich educational experience that is underpinned by our philosophy of education, inspirational leadership, deep learning and healthy communities.

Oasis Ethos

Our ethos is rooted in what we believe and who we are. It is an expression of our character. Rooted in Oasis's story and beliefs, we describe our ethos through a particular set of values that inform and provide the lens on everything we do.

- A passion to include.
- A desire to treat people equally respecting differences.
- A commitment to healthy, open relationships
- A deep sense of hope that things can change and be transformed.
- A sense of perseverance to keep going for the long haul.

It is these ethos values that we want to be known for and live by. They are the organisational values we aspire to. We are committed to a model of inclusion, equality, healthy relationships, hope, and perseverance throughout all the aspects of the life and culture of every Oasis Hub and Academy community.

	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> • QCF level 6 Qualification in Careers Guidance and/or Diploma in Careers Guidance • GCSE English and Maths Grade C or equivalent • To be educated to degree level 	<ul style="list-style-type: none"> • Masters level qualification in Education • Coaching qualification • Experience in conducting interviews with a range of stakeholders, e.g. for research purposes.
Experience, Skills & Knowledge	<ul style="list-style-type: none"> • Understanding of the Secondary and Post-16 educational landscape, especially technical and vocational pathways. 	<ul style="list-style-type: none"> • Experience working with and using Compass +.

	<ul style="list-style-type: none"> • Understanding of post-16 and post-18 application processes. • Understanding of the CDI Framework, and the CDI Code of Ethics for Career Guidance Practitioners. • Knowledge of Provider Access Legislation (PAL) and the Gatsby Benchmarks • Experience of delivering programmes and projects at a strategic level across a range of different schools/academies • Have proven experience of identifying and implementing effective strategies for improving careers provision • Have outstanding knowledge of careers education and the ability to communicate this passion to others. • Excellent communication, interpersonal and presentation skills • Skills and knowledge of Windows based packages including Microsoft Office 	
<p>Personal Qualities</p>	<ul style="list-style-type: none"> • Have a willingness to demonstrate commitment to the values and behaviours which flow from the Oasis ethos and 9 Habits. • Commitment to safeguarding and promoting the welfare of children and young people • Willingness to undergo appropriate checks, including enhanced DBS checks • A passion for careers education and making differences to life chances of young people. • Ability to work within a busy and demanding work environment and 	

	<p>being flexible, and able to use initiative in prioritising and organising work</p> <ul style="list-style-type: none">• Ability to work within a team setting and to develop effective working relationships with colleagues• An understanding of, and commitment to, equal opportunities and practical ideas for their implementation in this post• Ability to work with people from diverse backgrounds, including those from vulnerable backgrounds with emotional, social, and/or learning/behavioural difficulties	
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