



*Nurturing Today's Young People, Inspiring Tomorrow's Leaders*

## **TEACHING IMPROVEMENT LEAD**

### **JOB DESCRIPTION**

#### **JOB PURPOSE:**

To be accountable for the improvement of teaching in designated high performing school.

#### **JOB SUMMARY:**

1. Contribute to the trust-wide teaching strategy.
2. Continue to develop Star instructional coaching at trust's designated schools.
3. Continue to develop the leadership and development of teaching and professional development at designated schools.

#### **KEY RESPONSIBILITIES AND ACCOUNTABILITIES**

##### **1. Teaching Strategy**

- 1.1 Support the development and delivery of the trust-wide teaching strategy.
- 1.2 Secure consistently high standards of teaching in the trust's designated schools through the introduction and embedding of the trust's teaching strategies, policies and procedures.
- 1.3 Be involved in the appointment of Teaching and Learning Senior Leaders and provide training and coaching support for Senior Leaders.
- 1.4 Prepare and contribute to regular reports for school and trust Senior Leaders on the quality of teaching.
- 1.5 Under the direction of the Head of Inclusion and Teaching, the Teaching Improvement Lead will:
  - i. Support the Head of Inclusion and Teaching, establishing and sustaining high-quality teaching across all subjects and phases in trust's designated schools.
  - ii. Ensure teaching is underpinned by subject expertise.
  - iii. Ensure teaching is underpinned by excellent subject pedagogy.

##### **2. Star Instructional Coaching**

- 2.1 Provide weekly elite instructional coaching to establishing and emergent teachers in designated schools, providing immediate feedback on highest leverage gaps.
- 2.2 Provide recorded feedback to schools on lesson visits and coaching provided to establishing and emergent teachers so that leaders can support the closing of gaps through further visits.
- 2.3 Support the evaluation of teachers supported by instructional coaching.
- 2.4 Support the identification of systemic gaps in a faculty or the wider school identified by the weekly instructional coaching visits.

### **3. Development of School Leadership of Teaching**

- 3.1 Model lesson visits and instructional coaching for senior and subject leaders.
- 3.2 Quality assure the leadership of teaching in designated schools through review of CPD/training plans, weekly practice clinics, weekly goals, instructional coaching plans, support plans, and recording of gaps.
- 3.3 Quality assure and moderate the judgement in the Teacher Profile as it is updated and submitted each term.
- 3.4 Monitor support plans and instructional coaching plans for teachers in receipt of 1:1 support, ensuring they are having impact.
- 3.5 Evaluate the adoption of, and fidelity to, the 'Teach Like A Star' playbook and strategy.
- 3.6 Identify key professional development needs and ensure appropriate training is delivered to all relevant staff and monitored for effectiveness.
- 3.7 Deliver training to teachers and leaders to support the timely and focused adoption of 'Teach Like A Star'.

### **4 Relationships and Partnerships**

- 4.1 Develop strong relationships and effective working arrangements with trust and school staff.
- 4.2 Motivate and enable Teaching and Learning Senior Leaders to carry out their roles to the highest standard through coaching and professional development.

### **5 Accountability**

- 5.1 Be accountable to the trust for the performance of teachers and leaders where support is provided directly.
- 5.2 Support reporting on a regular basis and as required, to the Executive Directors of Education, trust SLT, Board of Trustees and Academic Board on the quality of teaching.

### **6. Other Responsibilities**

- 6.1 Continuously develop own professional practice and keep up to date with all relevant policy developments.
- 6.2 Contribute to the wider work of the trust, its schools and communities, through partnership working, sharing of expertise and knowledge and voluntary out of hours work.
- 6.3 Exercise a commitment to safeguarding and promoting the welfare of children, young people and vulnerable adults.
- 6.4 Identify and prioritise research and CPD opportunities for the leadership of teaching.
- 6.5 Carry out any such duties as may be reasonably required by the Chief Executive and the Executive Directors of Education.

### **7. Special Conditions**

- 7.1 You will be required to travel across Trust schools nationally and this may warrant overnight stays.

## **8. Records Management**

- 8.1 All staff who create, receive, and use records in the course of their job are responsible for ensuring that records are managed appropriately. It is therefore likely that this post-holder will have responsibility for record-keeping as part of the role. Employees are required to be conversant with the trust's policies and procedures on records management.

*This appointment is with the trust. The job description forms part of the contract of employment of the person appointed to this post. It reflects the position at the present time only and may be reviewed in negotiation with the employee in the future. The appointment is subject to the terms and conditions outlined in the 'Star Contract'*



Star

**STAR ACADEMIES**

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**PERSON SPECIFICATION**

			Assessed by:	
No	CATEGORIES	Essential/ Desirable	App Form	Interview/ Task
<b>QUALIFICATIONS</b>				
1.	Graduate with Qualified Teacher Status.	<b>E</b>	✓	✓
2.	Evidence of continued professional development.	<b>E</b>	✓	✓
3.	Masters level qualification.	<b>D</b>	✓	✓
4.	NPQSL or equivalent leadership qualification.	<b>E</b>	✓	✓
<b>EXPERIENCE</b>				
5.	Substantial experience as a Senior Leader in school, MAT or as an Education Adviser including responsibilities for improving teaching.	<b>E</b>	✓	✓
6.	Coaching and mentoring colleagues with demonstrable impact.	<b>E</b>	✓	✓
7.	Instructional coaching.	<b>E</b>	✓	✓
8.	Able to demonstrate substantial and impactful experience of service leadership and management in teaching and/or professional development.	<b>E</b>	✓	✓
9.	Experience in the analysis of performance data and its use to secure improvement.	<b>E</b>	✓	✓
10.	Proven experience of effective collaborative working and stakeholder engagement.	<b>E</b>	✓	✓
11.	Experience of designing and delivering effective professional development.	<b>E</b>	✓	✓
12.	Experience of leading Learning and teaching at a senior level in a school setting.	<b>E</b>	✓	✓
13.	Experience of leading at a senior level in a high performing school.	<b>D</b>	✓	✓
<b>ABILITIES, SKILLS AND KNOWLEDGE</b>				
14.	In depth knowledge of the early career framework.	<b>D</b>	✓	✓

			Assessed by:	
No	CATEGORIES	Essential/ Desirable	App Form	Interview/ Task
15.	In depth knowledge of the 'Teach Like A Star' strategy and playbook.	E	✓	✓
16.	Up to date teaching and professional development knowledge including national policy, pedagogy, curriculum, assessment, behaviour management strategies, inspection findings and statutory requirements.	E	✓	✓
17.	The skills and knowledge to design effective professional development programmes and materials.	E	✓	✓
18.	The ability to plan strategically across a number of schools and to quality assure implementation.	E	✓	✓
19.	Excellent interpersonal and communication skills.	E	✓	✓
20.	Well-developed instructional coaching and mentoring skills.	E	✓	✓
21.	The ability to embrace, adopt and put in to practice the Trust's approach to inclusion.	E	✓	✓
22.	The ability to develop, maintain and nurture positive professional relationships and work effectively with staff of varying experience.	E	✓	✓
23.	The ability to analyse performance data and use it to secure improvement.	E	✓	✓
24.	The ability to write concise and accessible reports.	E	✓	✓
<b>PERSONAL QUALITIES</b>				
25.	An inspiring leader with personal drive and tenacity to motivate, empower and support individuals.	E	✓	✓
26.	Confident and willing to challenge traditional assumptions.	E	✓	✓
27.	Energetic, enthusiastic and resilient, along with being action and solution focussed.	E	✓	✓
28.	Committed to self-development and the development of others.	E	✓	✓
29.	Highly resilient and determined in the face of challenges.	E	✓	✓
30.	A strong commitment to the Trust's values of 'Service, Teamwork, Ambition and Respect'.	E	✓	✓
31.	A strong commitment to supporting and promoting safeguarding, equality and diversity.	E	✓	✓

			Assessed by:	
No	CATEGORIES	Essential/ Desirable	App Form	Interview/ Task
32.	Supportive of the Mixed Multi-Academy Trust Model and ethos of the Trust.	E	✓	✓
33.	Current driving licence and willingness to travel.	E	✓	✓