



THE HARMONY TRUST

BELIEVE • ACHIEVE • SUCCEED

Trust Leader for EYFS

Derby Hub

Application Pack

CEO WELCOME

Dear Applicant

Thank you for your interest in the vacancy for Trust Leader within our Derby Hub.

Our vision is to provide an excellent primary education that gives our children the very best chance of succeeding in life. Parents are very important to achieving this vision and we aim to work in partnership with them to ensure that all our children Believe Achieve Succeed (our Trust's motto).

Our aim is to ensure that children at our academies enjoy the best education from the early years to the end of the primary stage. We believe that school should be a place where every child achieves and makes progress both academically and socially. We believe in the importance of children developing wellbeing and high self-esteem if they are to learn and do well.

At the Harmony Trust, we value each employee for their contribution to the success of our academies and we do all we can to ensure it is a Great Place to Work. As part of this strategy we:

- Engage staff so they feel valued and listened.
- Communicate transparently so staff feel involved and connected to Trust & Academy priorities.
- Provide regular opportunities to collaborate, share and shape working practices.



- Provide wellbeing services and policies to support both staff and their families' mental health.
- Provide development opportunities, both in access to training and career progression.
- Provide a staff benefits scheme to make use of and enjoy discounts and savings in their everyday life.
- Offer competitive and progressive salary packages.

Working at The Harmony Trust provides an opportunity to change lives and make a difference. We look forward to receiving your application.

Antony Hughes, Chief Executive Officer

Ethos & Values

At Harmony we are committed to:

- Putting pupils, families and staff first.
- Ensuring excellent pupil outcomes.
- Making a difference to all pupils including those most vulnerable because of their need or circumstance.
- Implementing the Harmony Pledge for its children alongside the GreatPlace2Learn Strategy in order to enable all to believe, achieve and succeed.



The Harmony Trust core values underpin everything we do.

Respect and acceptance, honesty and integrity, compassion and kindness, resilience and responsibility, co-operation and collaboration, aspiration and motivation.

The Harmony Trust has a core set of aims, to:

- Ensure that every child attends a GreatPlace2Learn and makes strong progress both academically and socially.
- Prepare children for the next stage phase of education and for later life.
- Address challenges facing children and communities around disadvantage and social mobility.
- Ensure that parents are partners in learning and in the life of the Academy and the Trust.

GreatPlace2Work

From the inception of Harmony Trust, the Trustees have been totally committed to being an employer of choice within the sector.

This commitment has given rise to the GreatPlace2Work (GP2W) strategy, which is being continuously developed in response to our context and the views of staff.

A key feature of GP2W is to create the conditions for all staff to work so that they experience both job satisfaction and high levels of well-being. Examples of this are:

- The approaches that will provide the Trust with the greatest ability to attract and retain the highest quality teaching and support staff in the academies and a commitment to ensure workforce organisation maximises impact and is sustainable.
- To provide effective professional development opportunities and support high quality leadership development through the Harmony Trust Development Team.
- our commitment to our staff in terms of their career progression as well as opportunities to work across the Trust.
- Policy frameworks that prioritise employee well-being.
- Supportive approaches to performance management.
- The opportunity to contribute to policy and decision making through termly staff forums and drop ins with the CEO.
- Annual staff surveys to collect feedback in relation to well-being and workload.
- The CEO's open-door policy.



The Role

The Board of Trustees wish to appoint an **experienced, responsive, flexible, and effective Trust Leader with a very strong track record of leading schools** in challenging contexts. The successful candidate will share our vision and values and be committed to ensuring our staff, pupils and families meet their potential.

The candidate should have experience of providing effective senior leadership in schools with high proportions of children that are disadvantaged to ensure that they make good progress in their learning.

The candidate should have **strong experience of ensuring effective provision in the EYFS** including continuous provision indoors and outdoors, ensuring excellence in teaching and learning and curriculum development. They should have a strong subject knowledge of early childhood development and how children learn in their early stages. They should be able to apply the pedagogical approaches and strategies needed to ensure children get off to the best possible start. Strong knowledge of Early Literacy in EYFS and KS1 is essential. The candidate should also be experienced in supporting and developing others at all stages of their career within and beyond their own school/academy.

The post holder will initially be deployed into **Lakeside Primary Academy** within the Derby Hub but will spend a proportion of their time providing capacity to **The Harmony Trust Development Team**, providing effective CPD and support to our academies. The successful candidate may be required to operate across different academies within the Trust over the



course of their career, providing different aspects of school-to-school support.

As a member of The Harmony Trust Development Team the successful candidate will be supported by the Trust Senior Leader for Early Years. This will enable a team approach to ensuring excellence the Early Years.

The post would suit a candidate who is looking for additional challenge by working at a strategic level across the trust. The candidate will be committed to improving outcomes for pupils at the very earliest stages of their education.

The successful candidate will:

- be an outstanding leader and Early Years practitioner with expert professional knowledge
- have experience of successful senior leadership in one or more schools
- have high expectations of achievement, attainment and behaviour
- lead by example, inspiring and motivating children and colleagues
- support the Trust in developing provision for all pupils
- have very effective mentoring & modelling skills.

We can offer you:

- the opportunity to be part of our team, who are committed to educational excellence
- friendly and supportive staff, parents and trustees,
- a commitment to high quality professional development,
- opportunity for future career development & progression within the Trust's portfolio of schools and most importantly
- the chance to transform the lives of children and really make a difference



Should candidates wish to discuss this role further then they are strongly encouraged to contact Jessica Hainsworth, Director of Education at The Harmony Trust, via email using **jhainsworth01@theharmonytrust.org** to arrange a convenient time.

The Harmony Trust is committed to safeguarding and promoting the welfare of children and young people and expects all our staff to share this commitment. The successful candidate will be subject to an enhanced DBS and pre-employment checks.

To Commence 1st January 2025

Job Description

Job Title: Trust Leader for Early Years

Grade/Salary : L7-12

Responsible to: Director of Education

Responsible for: Designated staff within the academy in which you are deployed, or within your hub remit.

Job Description - This job description is based on the national standards for Teachers and may be amended at any time following consultation between the postholder, Principal and Board of Trustees.

Core Purpose of the Post:

The postholder will:

- Be expected to be deployed into Academies to provide expert additional senior leadership team capacity; the postholder would be expected to be flexible and responsive and operate across different academies over the next three years.
- The post holder will be expected to undertake some class teaching, including coaching and supporting other teachers to develop and improve their practice in line with the latest research and evidence findings.
- Be an active, positive, and effective member of the senior leadership team at the Academy where they are deployed.
- Assist the Director of Education in delivering trust wide strategic leadership of a specified area (EYFS) and responding to improvement priorities, including: establishing an effective whole school approach to SEND including behavior and attendance, monitoring pupil progress and the quality of provision, the development and organisation of the curriculum, and the oversight of the quality of the assessment.
- To support a trust wide professional development programme focused on priority areas as identified by Academy Self-Assessment.
- Play a major role in supporting the effective implementation the Strategic Plan and in responding to improvement priorities for the trust and individual academies.

Trust wide responsibilities :-

The post holder will be expected to have a cross Trust role working within The Harmony Trust Development Team. The role will include providing leadership to other academies if necessary and to support academy improvement by facilitating professional development opportunities and providing appropriate support.

The post holder will have the responsibility for leading on aspects of the work on 'Early Years' as identified within the strategic plan. The post holder will work closely with the Trust Senior Leader for CPD and other members of the development team. This will include Strategic Leadership of EYFS and developing a common framework for all our academies.

The post holder will support staff across the organisation including Early Years Leads, teachers, teaching assistants and support staff through designed programme's, network opportunities and as and when requested bespoke support. They will be expected to develop effective relationships with local partners and external agencies.

The successful post holder will be line managed by the Director of Education who will support in determining priorities and assigning key projects.

The applicant will be required to safeguard and promote the welfare of children and young people.

This job description forms part of the contract of employment of the person appointed to the 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 current conditions of employment in the School Teachers' Pay and Conditions Document as they relate to Deputy Headteachers

Person Specification

Job Title: Trust Leader for Early Years

*Information for applicants: when completing the application form please remember that you are only required to supply relevant evidence to satisfy the emboldened criteria below

| | Criteria | Essential / Desirable (E/D) | How Assessed |
|---------------------------------------|---|------------------------------------|---------------------|
| Education & Qualifications | Qualified teacher status | E | Application Form |
| | Degree | E | |
| | NPQL or commitment to obtain | E | |
| Work related experience | Experience in a Senior Leadership role | E | Application Form |
| | Experience of leading a journey of improvement in a primary setting. | E | Application Form |
| | Experience of successful strategies for raising pupils' achievement and educational development, promoting pupils spiritual, moral, social and cultural development and their good behaviour. | E | Application Form |
| | Experience of strategies for effectively managing a wide range of staff. | E | Application Form |
| | Experience of implementing and overseeing successful school / academy improvement initiatives. | E | Application Form |
| | Experience of analysing comparative data, together with information for pupils' prior attainment, to establish benchmarks and to set targets for improvement in teaching and learning. | E | Application Form |
| | Experience of current good practice in assessment techniques and curriculum development. | E | Application Form |

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| | Experience of strategies for curriculum enrichment that have shown successful impact for all age groups. | E | Selection Process |
| | Experience of different leadership styles and practices and their effects in a variety of contexts within school. | E | Selection Process |
| | Experience of equality of opportunity and inclusion and the implications for this academy. | E | Selection Process |
| | Experience of thinking and planning strategically that will continue to build, communicate and carry forward a coherent and shared vision. | E | Selection Process |
| | Experience of leading innovation, creativity and change in a school and wider educational context. | E | Selection Process |
| | Experience of the strategies for improving the quality of learning and teaching including promoting excellence and challenging poor performance. | E | Selection Process |
| | Experience of monitoring and evaluating the effectiveness of learning and teaching including its outcomes in terms of standards, achievement, personal development and wellbeing. | E | Selection Process |
| | Experience of mentoring and supporting trainee teachers / NQT's | E | Selection Process |
| | Experience of design, co-ordination and delivery of professional development for teaching staff | E | Selection Process |
| Skills & Abilities | Able to think creatively to anticipate and solve problems and demonstrate balanced and fair judgement. | E | Selection Process |
| | Able to consult and negotiate to achieve the best possible outcomes for children and their families. | E | Selection Process |

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| | Able to work in partnership and accept appropriate support from others, including colleagues, Governors and the Trust. | E | Selection Process |
| | Able to work in collaboration and network within and beyond the academy. | E | Selection Process |
| | Able to establish and sustain effective organisational structures, systems, policy and practice including safeguarding. | E | Selection Process |
| | Able to engage in dialogue that builds partnerships and community consensus on values, beliefs and shared responsibilities at the academy. | E | Selection Process |
| | Able to build and sustain effective relationships with all stakeholders that will enhance the education of all pupils | E | Selection Process |
| Knowledge | Knowledge of the principles and practice of Quality Assurance systems including school review, self evaluation and appraisal. | E | Application Form / Selection Process |
| Work Circumstances | Requirement to work flexibly to meet the demands of the post including some evening and weekend work. | E | Selection Process |
| | An enhanced Disclosure and Barring check is required. | E | Selection Process |

Employment Details

Contract Type

We have a variety of permanent and fixed time roles available on full time or part time basis.

Flexible Working

There are many different types of Flexible Working and The Harmony Trust is open to considering all requests to achieve a good work-life balance - wherever we reasonably can.

Location

These roles are Trust appointments to the Derby Hub. Post holders will be deployed into Harmony Academies on short, medium or long term placements. Placement in academies will be based on pupil and staff need.

Pension

Members of Teaching Staff are automatically enrolled into the Teachers' Pension which has an employer contribution rate of 23.68%.

Family Friendly Policies

Our Family Friendly Policies include maternity, partner / paternity, adoption and shared parental leave all with enhanced pay entitlements.

Life Style Savings

There are hundreds of offers and discounts ready to be used on the Lifestyle Savings section of our staff benefits platform in addition to discounted Health Cash Plans, Life Insurance Cover and Cancer Cover.

Cycle to Work Scheme

Join Cycle2work to make big savings on a new bike and benefit from regular exercise and a greener and cheaper commute. Save at least 32% on the cost of thousands of bikes and accessories.

Employee Assistant Programme

Our EAP is free and confidential, offering independent help, information and guidance to you and your immediate family 24/7.

Flu Vaccination

We offer an annual flu vaccination to all staff.

Gym Membership

Corporate gym memberships are available at selected gyms.

Contractual Status of our Benefits

Benefits do not form part of the contract of employment and are subject to change at the discretion of the organization.



How to Apply

The Harmony Trust is committed to safeguarding and promoting the welfare of children and young people and expects all our staff to share this commitment. The successful candidate will be subject to an enhanced DBS and pre-employment checks.

The Harmony Trust values the differences that a diverse workforce brings and is committed to inclusivity, and to employing and supporting a diverse workforce. A diverse workforce is important to us, and for this reason, we request that you complete our [diversity monitoring form](#), which is kept entirely separate from the recruitment process.

Closing Date: October 20th 2024

Interviews: Week starting October 21st 2024