

Job Description

Post: Trust Senior Vice Principal

Purpose

To challenge educational and social disadvantage in the North.

Duties and Responsibilities

- Live our mission, values and drivers every day.
- Support transformation, move to the school that needs you most.
- Model Dixons leadership: seed Dixons values and attention to detail; deliver a Dixons culture.
- Be a highly visible, consistent and supportive presence in and around the academy.
- Serve the staff and students by creating and over-communicating clarity.
- Carry out the professional duties of the principal in the event of his / her absence from the academy.
- Implement and model strategies that secure high standards of leadership, teaching, student behaviour, outcomes and attendance.
- Sustain the aims and objectives of the academy and establish the policies through which they will be achieved.
- Identify your areas for growth; seek feedback and act upon it; be self-determined in order to realise your potential for headship.
- Lead the consistent will to challenge the cultural and curricular offer for students and seek continual improvement; hold a high bar.
- Be relentless in implementation; have a self-critical pre-disposition: invite, and act upon, candid review.
- Avoid burnout by being intrinsically collegiate and an honest communicator.
- Strategically lead, or support, decision-making to ensure leadership, at every level, is fully aligned.
- Build an effective team, showing respect for the expertise and experience of others.
- Treat all team members with equity and be proactive in supporting all team members regardless of their need.
- Model warm / strict and always start from our most vulnerable; model true inclusivity.
- Challenge underperformance at all levels with effective corrective action.
- Work to safeguard and protect children in collaboration with other agencies as appropriate.
- Be reliable – do what you say you will do and meet deadlines so others can meet theirs.
- Develop expertise in the national landscape of education, including being research and data informed.
- In dialogue with school and college trust leaders, shape and influence our academy transformation model.
- Provide regular reports to key stakeholders on the success of strategies and procedures.
- Manage the academy's involvement in relevant networks.
- Support and contribute to trust-wide school improvement strategies and initiatives.
- Participate in, and lead, coaching; work in effective partnership with other leaders in our trust.
- Engage fully in our trust's professional growth process to fulfil personal potential and be able to participate effectively in the implementation of our trust's strategic big moves.
- Attend meetings / training and carry out administrative tasks and duties as specified on our trust calendar.
- Consistently implement all trust policies; contribute to decision-making and consultation procedures.
- Report any safeguarding concerns immediately to a designated safeguarding lead.
- Carry out any other reasonable duties as requested by school and college trust leaders.

This job description is not necessarily a comprehensive definition of the post. It will be reviewed annually.