



## Job Description

**Job Title:** Vice Principal

**Reporting to:** Principal      **Grade:** L18-22

**Accountable for:** Leading a Deep area and will report to Principal

### Overall purpose of the post:

- To provide high quality (world class) Leadership and Management commensurate with the needs of the Outwood Grange Family of Schools.

### Main duties and responsibilities:

- To undertake the full range of duties and responsibilities as required by the Academy Principal as set out in:
  - The School Teachers Pay and Conditions of Service
  - The appropriate standards for Headteachers as set out by the Teaching Agency.
  - Any other duties commensurate to the post title and grade which the Academy Principal may deem appropriate.
- All Vice Principals will have responsibilities for one or more “Deep” (i.e. Learning/Experience/Support/Leadership).
- An intervention, challenge and support role with curriculum areas and year groups.
- Participation in continuous professional development and support/consultancy work in at other academies or through Teaching School.
- Support the Trust’s National Leadership in Education status by providing support and challenge to other schools as required. This could include the need to be an Acting Principal or other Senior Leadership Team member in another academy/school as required.
- Be responsible for promoting International links with schools in other countries.
- Be actively pursuing the “Students First” agenda as part of the formal role.
- To actively promote equality of opportunity for all pupils and staff.
- To act as Principal of the academy as may be required.

We expect you to:

- To be flexible in order to meet the constantly changing demands of the role.
- To be prepared to undertake outreach work on behalf of the academy.
- To keep up to date on educational development, strategy and thinking.
- To actively pursue your own development as a potential Principal.
- To show commitment to the rigorous continuous improvement of schools.
- To demonstrate a positive commitment to working with all stakeholders (students, governors, parents, staff, etc.) to improve the performance of the Academy.
- To put “Students First” in everything you do.
- Be committed to providing a “world class” workforce in order to provide the best possible opportunity for all our students.

**It is a contractual requirement of Vice Principal postholders to be willing to move to work in any Outwood Grange Academies Trust academy, as directed by the Chief Executive.**

### **Special Features**

- None

### **Personal Contacts**

**External:** Contractors, suppliers, parents, external agency professionals, other government and local authority staff, other staff from academies and schools.

**Internal:** Students, staff, Board and Academy Council members, parents and any other visitors to the Academy.