

Regional Head of Schools

Job Description



Position: Regional Head of Schools

Reporting to: Chief Executive Officer

Job Purpose: To ensure that Orbitaled Group schools deliver a high quality education and improving attainment for all of their students in line with the Group's goals and commercial expectations through

- membership and management of the Governance Board,
- supervision and support of Principals, and
- the implementation of Group-wide improvement initiatives.

Key Accountabilities:

1. Strategic

- Ensure the mission, vision, and values statements for designated schools are relevant, meaningful and consistent with Orbitaled Group statements
- Guide and direct, monitor and evaluate, as a member of the Governance Board, the performance of designated Schools and their Principals
- Contribute, as a member of the Group senior management team, to the overall strategic direction of Orbitaled Group
- Contribute, as a member of the Group senior management team, to evaluation of new business opportunities, due diligence on potential acquisitions, and turnaround management of Schools
- Identify best practice in designated Schools and foster collaboration between all Orbitaled Group Schools in the pursuit of continuous improvement and sharing of best practice
- Drive the implementation of specific strategic development initiatives through all Orbitaled Group Schools

2. Teaching and Learning

- Monitor and evaluate the quality of teaching and learning and student achievement through monitoring visits and review of assessment data
- Ensure continuous improvement is achieved through input to the development, approval, and implementation of the School Development Plan in each of the designated Schools

- Advise designated Schools on new developments in UK and international education to ensure that teaching and learning remains current and relevant

3. Leading and Managing Staff

- Directly supervise and support Principals in designated Schools in all aspects of their role
- Manage the recruitment, appointment, and deployment of Principals in designated Schools
- Support the Principals in the recruitment, appointment, and deployment of senior leaders in designated schools. Approve selection and appointment of senior staff
- Attend and participate in induction of Principals and senior staff
- Ensure effective systems are in place for the management of staff performance in designated Schools. Manage Principals' performance with CEO and senior staff performance with Principal
- Promote and monitor ongoing professional development of Principal and senior staff in designated Schools

4. Organization and Resources

- Manage the business and activities of the Board for designated Schools, ensuring that due process, including the Governance Policy and Delegation of Authorities Manual, are followed
- Monitor and evaluate the performance of designated Schools and their Principals by managing the monthly Board reporting and feedback processes, Board meetings, and regular monitoring visits to designated Schools
- Develop policies and procedures for designated Schools, as required, to ensure that they are up to date and fit for purpose, and compliant with Group standards
- Support and participate in the process of acquiring and maintaining external accreditation by appropriate bodies for designated Schools
- Represent Orbital Group as and when required with staff, students, parents, and other bodies for designated Schools

5. Safeguarding and Safer Recruitment

- Ensure rigorous application of Safer Recruitment policies and procedures for all Principals and senior staff appointed to designated Schools
- Collect periodic first-hand evidence that all policies and procedures in relation to Safeguarding and Safer Recruitment are observed in designated Schools

Person Profile

Qualifications and Training	Essential	Desirable
Qualified Teacher Status	x	
Honours graduate or equivalent	x	
NPQH or other recognised qualification in education management		x
Safeguarding and Safer Recruitment training	x	
Experience		
Significant leadership experience as Principal or senior consultant in a variety of organisational settings <ul style="list-style-type: none"> • Experience managing both direct and indirect reports • Experience of recruiting, performance management, coaching and development of senior level staff • Experience working with and reporting to school board • Experience of having autonomy and accountability for the delivery of organization wide initiatives and projects • Track record of achievement at a senior level within organizations • Experience of monitoring and evaluating the performance of a school 	x	
Substantial experience working in a British international school environment outside the UK	x	
Substantial classroom based professional teaching experience at primary/secondary level	x	
Responsible for the development and implementation of a School Development Plan	x	
Responsibility for operating safeguarding and safer recruitment	x	
Some commercial experience in for-profit education or other industry	x	
Knowledge and skills		
Mentoring / coaching of senior staff		x
E-learning and educational technology		x
Learning spaces, educational premises, facilities management		x
Educational measurement and assessment		x
Personal and professional development		x
Quality management, especially working with an accreditation body		x
Programmatic school improvement		x
Competences		
Communicates well with others engagingly and persuasively, both in writing and in person (one-on-one, group and presentation)	x	
Is results-oriented, motivated by goals and driven to achieve them	x	
Seeks solutions to problems, finds a work-around to apparently intractable issues	x	
Is patient and supportive to others in helping them to achieve their objectives	x	
Accepts accountability and holds others to account	x	
Accepts constructive feedback and uses it to modify behaviour. Is able to give feedback constructively to manage performance	x	
Is able to adapt to new environments, different cultures, and mindsets	x	
Works well in a collegiate and collaborative environment to achieve shared objectives	x	