Salary: JNC 3

Reports to: Director of Learning, Skills and Culture

**Purpose of job**

Providing strategic leadership that creates the conditions for all education settings in North Lincolnshire to improve at pace. Ensuring the Council is compliant with all relevant legislation and regulatory standards relating to raising education standards consistent with the main responsibilities, including the Education and Inspection Act 2006 and the Childcare Act 2006.

**ACCOUNTABILITIES**

**Corporate**

As a member of the Council’s Senior Management Team deliver the strategic vision and:

Engage residents and build community resilience

Lead the workforce to think commercial, enabling and outcomes

Lead effective partner relationships and develop shared and integrated services.

Be open to new possibilities.

Position the council for a new future

Safeguard the most vulnerable

Leading by Example:

Provide clear and visible leadership to deliver better outcomes for people that will transform the area and achieve a new type of council.

Lead the management, development, performance and continuous improvement of all services within the council including those assigned to this post.

Works across the service and wider council as one team to demonstrate and embed the values of the council that support the council’s priorities.

Enable corporate responsiveness to elected members; ensure that overall management attention, effort and controls are commensurate to risk and opportunity across the Council’s functions and activities; and enhance the reputation of North Lincolnshire as a place as well as a commercially minded and self-reliant organisation.

Work with the Director Learning, Skills and Culture to develop and implement transformational programmes of activity, ensuring where necessary the operational alignment of services, to realise outcomes in the priority areas for the Council.

Support the Director Learning, Skills and Culture to ensure effective partnership working across all Council services and external partnerships in order to meet customers’ needs, deliver corporate priorities and achieve the desired outcomes for the area.

**Directly**

* Strategic lead for inspections of Local Authority Arrangements for School Improvement and for Initial Teacher Education, ensuring inspection readiness across all relevant inspection frameworks
* Lead, manage and contribute to multi-agency arrangements for governance and accountability, commissioning and stakeholder engagement, including lead officer for the Education Standards Board
* Be professionally responsible and accountable for the effective discharge of all the council’s statutory and regulatory requirements functions pertaining to Standards and Effectiveness, including (but not limited to): quality of leadership, governance and provision within schools and settings, moderation of assessment, NQT accreditation, ensuring safe schools and settings, intervention with schools and settings of concern, structural reform of the education estate
* Accountable for ensuring compliance with the duties of the Education Act 2002 placed on the local authority for the administration of national curriculum tests, as exemplified in the Assessment and Reporting Arrangements published by the Standards and Testing Agency
* Lead the coproduction of local strategies for education, ensuring a system of annual reporting and needs analysis informs improvement planning and transformation at whole-system, organisation and service levels
* Drive the focus on quality of services and quality of experience, actively seeking the views of service users: ensure the active participation and involvement of stakeholders to strategic and operational developments through consultation
* Accountable for ensuring timely and effective investigation and response to non-qualifying complaints (Ofsted) and safeguarding concerns pertaining to education settings across all age ranges
* Ensure an efficient and co-ordinated approach to monitoring, challenging and supporting all settings and schools, regardless of designation
* Accountable for ensuring timely, effective and formal intervention with schools and settings of concern to arrest and rectify declining standards
* Provide a direct line of assurance to the LSCB for the effectiveness of safeguarding across education settings within North Lincolnshire
* Develop and sustain productive working relationships with academy sponsors, teaching school alliances, headteacher consortia, NLAGB and collaborative trusts –building area wide capacity for improving outcomes for children and young people
* Enable sector led approaches to raising standards of education and well-being across settings and schools
* Enable a system wide approach to the recruitment and retention of teachers and school leaders, including oversight of the TeachNorthLincs strategy
* Sustain and develop a viable and effective programme for Initial Teacher Education that contributes significantly to the local education workforce
* Ensure an effective system of support for new Headteachers
* Oversee a high quality CPD offer for schools and settings that addresses area-wide improvement priorities
* Contribute to work with providers to ensure that the local estate is both sufficient and efficient in effectively meeting the population needs
* Develop effective working relationships with Ofsted and all other relevant inspectorates and regulatory bodies, regional and local agencies and partners – including the Regional Schools Commissioner
* Act as designated officer on behalf of the Council when consulting with the DfE, OFSTED, other government bodies and other external stakeholders on issues related to education standards and effectiveness
* Represent the Local Authority at regional school improvement forums
* Develop the Council’s commitment to equal opportunities, promoting non-discriminatory practices in all aspects of work undertaken and championing the local area’s duties under the Equality Act 2010 to children and young people – with specific focus on ensuring all groups achieve their potential as evidenced through attainment and progression
* Ensure compliance with the Council’s Corporate Safeguarding Policy; promote the safeguarding and welfare of all children, young people and vulnerable adults
* Provide accurate, timely and relevant advice to the Director of Learning, Skills and Culture and other directors as appropriate on those aspects for which the post holder has lead responsibility, including legislative changes and best practice/innovative approaches to improved service delivery
* Maintain effective lines of assurance with the statutory post-holder for children’s services (DCS)
* Ensure timely and objective updates and reports to partnership boards, strategy groups, management, stakeholder groups and Elected Members
* Oversee risk assessment and management within Standards and Effectiveness; the post holder will ensure that the Director of Learning, Skills and Culture and other directors as appropriate are well briefed of emerging risk
* Support the Director of Learning, Skills & Culture in creating a management culture and operational environment that supports the council’s ambitions and in which staff feel empowered and valued; facilitating the recruitment, retention, development and motivation of staff, ensuring their health, safety and well-being at work
* Attend to the professional development of staff within the designated services; support wider organisational and system wide professional development
* Ensure that the development of service areas takes place within a balanced framework of central government priorities and policy guidance, local partner ambitions and political aspirations, and that future direction and priority actions are set out in clear and simple messages that have resonance with key stakeholders
* Lead, manage and contribute to multi-agency arrangements for governance and accountability, commissioning and stakeholder engagement
* Ensure productive and professional working relationships with stakeholder groups through meaningful consultation, effective communication and consistent professional behaviours
* Make delegated decisions within an agreed framework ensuring that these are in line with legislative and financial requirements and Council frameworks
* Maintain and develop effective systems of accountability, assurance and performance for the areas of responsibility
* Accountable for assigned budgets, effective financial monitoring and evaluation, ensuring compliance to conditions of grant and audit requirements, and engagement with Schools Forum on matters of consultation and decision making
* Manage high cost, high risk issues ensuring sufficient capacity and focus are placed on these especially where there is an organisational or reputational risk
* Set high standards and drive up the performance, effectiveness and reputation of the authority, ensuring findings of assessment and inspections are responded to appropriately and securing continuous improvement in the quality of services provided by all involved
* Accountable for ensuring complaints, MP enquiries, Freedom of Information requests and such like are responded to promptly, effectively and with due regard for the organisation

**COUNCIL FUNCTIONS**

Provide strong, forward-thinking and positive leadership and management within Learning, Skills & Culture, other resources and partnerships in order to deliver ever-improving performance relating to the functions for which the post holder has lead portfolio responsibility, principle amongst which are:

* School Improvement
* Quality and sufficiency of the Early Years sector
* Governor Services
* Education standards
* CPD services to the education sector
* Structural reform of the mainstream education estate

**Organisation**

**Dimensions**

A senior leadership post within the Council with direct responsibility for a portfolio of functions and a shared responsibility for the overall resources and performance of the Council. The post-holder must be able to deputise for the Director of Learning, Skills and Culture as required.

Direct management of: tbc

Total staffing responsibility: tbc

Budgetary responsibility: £ tbc, delegated decision making to £100K

**Job Context**

This is a challenging and demanding senior leadership role. The post holder will need to be organised, resilient and good-humoured.

**Regular contact with:**

Elected Council Members, including Scrutiny Panels

Executive Directors

Directors

Heads of Service

Senior Officers and Directors of Partnership Organisations

MPs

Community leaders and stakeholder groups

Headteachers, principals, college leaders, academy trusts and setting owners

Government agencies

Senior Officers of Emergency Services

External Inspection Agencies

Trades Unions

**Local Government and Housing Act 1989 – Politically Restricted Posts**

In accordance with the above legislation, this post is ‘politically restricted’. In simple terms this means that you are prevented from having any active political role either in or outside the workplace. This debars you from holding political office but also restricts you from canvassing, from speaking in public or publishing a work which might give the impression that you are advocating support for a political party.

**KNOWLEDGE, SKILLS AND EXPERIENCE**

**Substantial, recent and relevant experience in strategic leadership with a demonstrable record of improving outcomes for children and young people. This experience may have been gained through successful headship, senior leadership within a local authority or government agency, inspection services or equivalent experience.**

**Leadership ability:**

* A highly motivated, enthusiastic, strategic leader able to drive change at pace
* Credible, commanding respect in a wide range of circumstances
* Committed to achieving lifelong outcomes for children and young people and up-to-date with the local agenda and government policy
* Able to collaborate with colleagues and work within local authority structures
* Experience of working at a senior level in a political environment; skills in understanding and responding to different perspectives and taking a cross-organisational perspective
* Ability to develop and maintain good working relationships with a wide range of customers/stakeholders, developing a positive personal and organisational profile and building partnerships
* Ability to empower others and nurture leadership from others at all levels inside and outside the authority.

**Knowledge and experience:**

* Relevant post-graduate or professional qualification
* Evidence of continuous professional development
* Deep understanding of:
	+ the principles and practice of safeguarding
	+ statutory duties of local authorities for the education and well-being of children and young people
	+ the range of approaches to leadership and management across providers and how to tackle underperformance in different contexts and at all levels
	+ effective improvement strategies, especially in regard to assessing and improving the quality of education provision, leadership and governance
	+ the relevant regulatory frameworks and requirements
* Government and local authority policies and strategies and their implementation
* Principles and practice of quality assurance systems, including self-evaluation, audit, case and case load management, performance management and specific professional supervisory requirements
* Experience of delivering value for money and cost optimisation from proactive service management
* Experience of developing and implementing planning, commissioning and performance frameworks in a multi-disciplinary and partnership environment

**This job description sets out the duties of the post at the time it was written. Such duties may vary from time to time without changing the general character of the duties or the level of responsibility entailed. Such variations are common occurrences and do not justify a reconsideration of the grading of the post.**

**APPROVED BY:**

(Please sign)

Post-holder: Date:

Manager: Date: