



JOB DESCRIPTION

Job Title:	Director, Education
Reporting to:	Chief Executive
Location	Exeter Devon
Responsible for:	All education outcomes and associated staff
Main purpose:	To set the vision for and ensure the delivery of outstanding education within WESC Foundation, maximising the potential of our young people and preparing them to enter adulthood as full and participating citizens, enabling them to have the highest quality of life and independence.

OVERALL OBJECTIVES

- Provide the lead for education within WESC Foundation with drive, focus, passion and ambition, ensuring that we deliver the best outcomes for our young people.
- Provide an aspirational vision for the education of our young people and embed that vision within the education team and across WESC Foundation.
- Strive to ensure we offer outstanding education in school and college, ensuring the highest quality of teaching and learning and driving up educational standards through the effective use of data.
- Promote the growth of the school and college and develop a range of innovative and responsive on site and outreach services which enable us to reach more young people with visual or multi-sensory impairment and complex needs.
- Take the lead in all Ofsted inspections and create an inspection ready approach across our education provision through the effective use of data.
- Contribute to the strategic operation and development of WESC Foundation as a member of the Executive team.

KEY RESPONSIBILITIES:

1. To provide management and leadership of educational provision by:

- 1.1. Acting as a role model, leading staff by example.
- 1.2. Contributing to the WESC Foundation annual improvement plan, showing how our educational provision will become and remain outstanding.



- 1.3. Making effective use of data to monitor the progress of the improvement plan and ensuring that this data is shared with and understood by all relevant staff and the board.
- 1.4. Ensuring the effective management of all education staff including the allocation of staff and the management of absence.
- 1.5. Ensuring the delivery of the performance management process for teachers and other staff in the education team.
- 1.6. Developing the staff in your team effectively making the best use of the skills and talents of our people.
- 1.7. Managing the budget for education including all aspects of staffing and resourcing.
- 1.8. Promoting and maintaining through your leadership a safe, caring, welcoming, happy, stimulating and suitably ambitious learning environment for learners and staff.
- 1.9. Being the lead education professional in all discussions with commissioners and other providers.

2. To drive the quality of teaching and learning by:

- 2.1. Ensuring the effective delivery of WESC Foundation's education provision to maximise the achievement and development of all learners.
- 2.2. Ensuring all learners needs and aspirations are identified accurately through initial assessment, ongoing monitoring and annual review and are provided for consistently and coherently to maximise progress and achievement.
- 2.3. Ensuring that there is a suitable and specialised WESC curriculum that meets the particular needs of WESC learners (now and in the future) across all streams and maximises the practical application of our knowledge of visual impairment, multi-sensory impairment and complex needs.
- 2.4. Ensuring that there is a common understanding and agreement of what constitutes outstanding teaching at WESC Foundation and that this is regularly and consistently applied to lesson planning and teaching.
- 2.5. Ensuring all staff employ an appropriate range of teaching strategies that meet the needs of and engage all learners while offering a suitable level of challenge to each individual.



- 2.6. Ensuring the consistent and regular assessment of progress against targets for each learner, ensuring that attainment data is collected and actively used within education.
- 2.7. Ensuring that attainment data is collected and actively used within teaching and learning.
- 2.8. Supporting transition preparation and arrangements for leavers including ensuring that appropriate transition plans are in place.

3. To lead internal and external evaluation activities by:

- 3.1. Developing and presenting a clear and accurate account of WESC Foundation's educational performance to the Executive team, the Board of Trustees, staff, commissioners and funders, parents, learners and external bodies, as part of the WESC Foundation's Self- Assessment Report and Improvement Plan.
- 3.2. Systematically reviewing the education provision made for learners and its effectiveness in light of learners needs, WESC Foundation's development priorities, and national and regional education policy and development.
- 3.3. Ensuring that all WESC Foundation policies relevant to education are effectively implemented and reviewed on a regular basis.
- 3.4. Ensuring an inspection ready approach is implemented across education at all times.
- 3.5. Taking the lead in all Ofsted inspections of school and college.

4. To ensure high quality effective outreach provision by:

- 4.1. Working with commissioners, parent groups and other bodies in the South West and beyond to extend our provision beyond the Exeter WESC Campus in order to positively impact on more young people.
- 4.2. Developing a range of educational and support offers to young people in other schools, colleges and settings which can best support their specific visual impairment, multi-sensory impairment and/or complex needs.
- 4.3. Ensuring that our outreach provision is well known, widely used and offers a cost effective value for money proposition to potential purchasers.
- 4.4. Ensuring that our outreach services create a sustainable income stream to WESC Foundation, taking full account of relevant market factors and the competition in the market.



4.5. Ensuring that the WESC workforce is suitably flexible, skilled and managed to work both on campus and off site.

5. To ensure that there is a consistent multi-disciplinary approach across all professional groups by:

- 5.1. Working with the Director of Care and Support to focus on the effective support and education of each individual learner.
- 5.2. Managing the Head of the WESC Foundation Therapy and Mobility service, ensuring the highest quality of therapeutic support to our learners and the full integration of therapy and mobility in the WESC Foundation curriculum.
- 5.3. Promoting the specialist nature and value of our Therapy and Mobility services to all external agencies and funders.
- 5.4. Ensuring the cost effectiveness of the therapy and mobility service and seek ways to maintain and develop the service.

6. To contribute to the effective external relationships by:

- 6.1. Co-operating and working with all relevant agencies to protect the young people at WESC Foundation.
- 6.2. Creating and maintaining effective partnerships with families and carers to support and improve the achievement of learners.
- 6.3. Ensuring positive links with a wide range of organisations across the specialist field of visual impairment, multi-sensory impairment and complex needs to widen our knowledge for the benefit of learners and to share our knowledge and enhance our reputation in the sector.
- 6.4. Developing positive links in our local community to increase their understanding of young people with visual impairment, multi-sensory impairment and complex needs.

7. To contribute to the strategic direction of the organisation by:

- 7.1. Making an active contribution to the Executive team of WESC Foundation, working closely with all directors and the chief executive.
- 7.2. Contributing to strategic planning and decisions about the operation and development of WESC Foundation, working closely with Executive team members and the Board of Trustees.



- 7.3. Being accountable to Trustees by attending meetings, presenting timely and concise reports and working with Trustees as required.
- 7.4. Representing WESC Foundation at external events, on committees, and with external bodies as required and directed.

8. To contribute fully to the WESC Foundation community by:

- 8.1. Taking responsibility to be a reflective practitioner.
- 8.2. Taking part in personal professional development.
- 8.3. Working within and encouraging the implementation of WESC Foundation's Equal Opportunity Policy.
- 8.4. Working within WESC Foundation's confidentiality policy.
- 8.5. Promoting the safeguarding of children and vulnerable adults.
- 8.6. Carrying out the duties and responsibilities of the post in accordance with WESC Foundation Health and Safety policies, guidance and legislation.
- 8.7. Using information technology systems as required to carry out the duties of the post in the most effective and efficient manner.
- 8.8. Undertaking any other duties as directed by the Chief Executive that may be reasonably required.



PERSON SPECIFICATION
DIRECTOR, EDUCATION

Qualifications	
Essential	Degree level teaching qualification
	Evidence of CPD
	Safeguarding qualification or evidence of training
	Specialist qualification in visual impairment, multi-sensory impairment and/or complex needs or willingness to acquire a qualification
Desirable	Management qualification
	Postgraduate degree (MBA or MEd)
	Evidence in training in compliance with Ofsted requirements
Experience	
Essential	Has held a relevant senior education leadership role for at least 3 years
	Extensive leadership experience in a complex learning environment
	Evidence of successful development of new services for young people with complex needs
	Significant experience of working with young people with complex needs, visual impairment or multi-sensory impairment
	Experience of improving provision in a specialist educational establishment
	Experience of managing people and developing teams
	Experience of being the nominee during an Ofsted inspection
	Evidence of effective management of change
	Managing a budget in an education leadership role
	Experience of using educational management information systems and data to drive up performance of staff and outcomes for learners
	Experience of working with and negotiating with local authority commissioners around funding for packages of service provision
	Experience of representing an organisation at an education funding tribunal
Desirable	Specific experience of leadership in a non-maintained special school

	Specific experience of taking a school and/or college to an outstanding grade
Knowledge and skills	
Essential	Good understanding of the needs of individuals with visual impairment, multi-sensory impairment and/or complex needs
	A comprehensive knowledge of current educational thinking relevant to our educational provision
	Thorough knowledge and understanding of Ofsted requirements and the framework for inspections of non-maintained special schools and residential colleges
	Excellent understanding of regulatory and contractual requirements and best practice in post 16 specialist further education
	An up to date knowledge and experience of safeguarding requirements and an ability to put this into practice
	Proven ability of creative design and implementation of a specialist curriculum
	Ability to establish a clear vision for education at WESC Foundation and effective strategic planning and management
	Commitment to the involvement of learners in shaping their education
	Knowledge of the funding mechanisms for education and how they would relate to WESC Foundation provision
Desirable	Experience of leading a multi-disciplinary team including health and therapy specialists
	Knowledge of the mental capacity act and deprivation of liberty legislation and guidance

Personal qualities

Essential	A strong and inspirational leader
	A reflective approach with the ability and motivation to improve ones own practice
	Strong personal commitment to equality and diversity and to person centred practice



	Excellent communication skills with clarity of thinking and expression
	Commitment and enthusiasm toward WESC Foundation achieving outstanding outcomes for its learners
	Business development skills and an ambitious outlook for WESC Foundation's future growth and expansion
	Drive and energy with a passion for doing the very best for our young people
	A positive and person centred approach to disability
Other	
Essential	Full driving licence and use of own car. Alternative arrangements will be made for those with disabilities
	You will be required to have a satisfactory enhanced Disclosure and Barring System certificate to work with children and vulnerable adults