



Job Application Pack  
Trust Achievement Leader  
Salary: L12 – L15 (Lead  
Practitioner Scale £51,127 -  
55,949)



### **Trust Achievement Leader**

Salary: LP12 – LP15 (Lead Practitioner Scale £51,639 to £57,077)  
Contract: Full Time, Permanent  
Closing Date: Thursday 18<sup>th</sup> October 2018  
Start Date: January / September 2019

We have an extraordinary opportunity for an inspirational candidate to join our growing Multi Academy Trust to work as part of the Trusts educational support team as a Trust Achievement Leader. There are four posts available: English, Science, Modern Foreign Languages, and Mathematics. The successful applicant will be required to work across our group of schools to ensure rapid and sustainable improvement in Science achievement. This will be done through teaching key groups in different academies, identifying and initiating intervention strategies with Heads of Department and training staff.

You will work closely with both the Executive Head – Data and Achievement and Executive Head – Teaching and Learning to identify areas of concern, develop improvement strategies and implement as necessary. The ideal candidate will have experience of the Ofsted Inspection process and will have a sustained track record of securing success in the subject.

You must be an outstanding teacher who can inspire and lead others, have effective planning skills and have outstanding communication skills. We would encourage applications from experienced Heads of Department or applicant who have experience as a member of a school leadership team.

We will offer:

- ☐ The chance to develop your leadership skills and opportunities
- ☐ Support from a forward thinking and dynamic Trust leadership team
- ☐ An opportunity to work with talented and committed staff
- ☐ Aspirational students who are keen to learn and participate in the life of their school
- ☐ A truly inclusive ethos and shared moral commitment to secure the best outcomes for every learner
- ☐ Excellent support for your personal and professional development

### **About the Nova Education Trust**

The Nova Education Trust is a dynamic and growing Multi Academy Trust based in the East Midlands. Our Trust Group is committed to providing high quality education to all our students, regardless of their backgrounds. Our track record demonstrates our ability to deliver our core goal achievement for every child. Our portfolio of schools covers both secondary and primary phases, working in a range of different contexts.

Our high expectations are central to the positive ethos that we develop throughout our group of partner schools. This approach is focused on securing success for all our learners and providing them with the very best life opportunities. Our motto is 'Work Hard, Be Kind'.

We believe nothing is more important than making a difference to children.

To apply for this post please complete the online application on our website [www.novaeducationtrust.net](http://www.novaeducationtrust.net)

**Interview Dates: w/c Monday 22<sup>nd</sup> October 2018**

**Location: Central Nottingham**



## **Job Description**

### **Trust Achievement Leader**

Responsible to: Executive Head

### **Purpose of the job:**

The Subject Director is a key leadership position across our network of Academies, taking responsibility and accountability for the delivery standards and performance outcomes in the subject across the Group. The Subject Director role is to provide pedagogic leadership as an outstanding classroom practitioner, leading a small team of subject practitioners playing a key part in raising standards through the model of their own excellent teaching and by supporting the professional development of their colleagues. The post will also involve an element of outreach supporting our partnership subject departments. The ultimate aim will be to improve the learning experience and increase the achievement of our students, whatever their ability. The post holder may be seconded out to academies when there is a need.

### **Duties and Responsibilities**

- To promote and be committed to the Nova aims and objectives
- To take accountability for Group wide standards of progress and achievement in the subject
- To lead the development of improvement strategies for the subject
- To promote and be committed to securing high expectations for learning and the raising of achievement within our academies.
- To take the strategic lead for this subject area.
- To lead with the effective operation of subject teams by, individually and with others to:
  - i. deliver highly effective teaching and impactful intervention
  - ii. design curriculum plans appropriate to curricular and exam board requirements
  - iii. developing schemes of work, resources, teaching and learning strategies
  - iv. mark work, assess, record and report student progress
  - v. provide a stimulating learning environment
  - vi. have due regard for maintaining health and safety and security in the areas/heuses
  - vii. contribute to department and academy enrichment programmes
  - viii. contributing to review, monitoring and evaluation and the development of working practices
  - ix. participating in working groups and projects
  - x. taking part in other professional development activities
- Working with the subject departments in Nova academies to improve attainment, classroom practice, and professional development;
  - i. leading the subject teams as a model of outstanding teaching
  - ii. raising student aspirations at all levels.





- iii. raising attainment across the department through leading improvements in teaching and learning
- Working with other teachers on classroom organisation and teaching methods/providing model lessons;
  - i. leading continuing professional development activities
  - ii. holding workshops on classroom management, differentiation
  - iii. pace and challenge, co-coaching
  - iv. matching teaching approaches to student learning styles
  - v. demonstrating model lessons
  - vi. team teaching
  - vii. developing strategies with colleagues to use with students experiencing difficulties
  - viii. keeping abreast of the new teaching and learning strategies
  - ix. identifying educational research to enhance existing practices
  - x. developing action planning based on the needs of the department
- Producing high quality teaching materials:
  - i. updating existing and create new schemes of work and supporting their introduction
  - ii. leading the introduction of new technologies, such as video conferencing, white board technology, the internet and the academy learning platform
  - iii. sharing good practice with members of staff
- Advising on Professional Development;
  - i. designing and delivering professional development activities
  - ii. participating in the planning and delivery of focused in-service training days
- Helping teachers experiencing difficulties;
  - i. observing and feeding back on the teaching of colleagues experiencing difficulties
  - ii. providing a structured programme of advice and support
  - iii. give constructive criticism
- If required, mentoring Newly Qualified Teachers;
  - i. providing a weekly discussion and overseeing personal action planning
- Initial Teacher Training:
  - i. providing exemplar lessons for trainee teachers
  - ii. contributing to the assessment of students' teaching practice
  - iii. participating in the training of teachers within teacher training institutions
  - iv. acting as mentor to trainee teachers
- Intervention
  - i. provide workshops for students on key borderline grades



- ii. provide targeted support for disaffected or more able students
- iii. support strategies for helping particular groups such as underachieving boys

**Other specific duties**

- To undertake any other duty as specified by the School Teachers' Pay and Conditions Document not mentioned in the above
- To comply with any reasonable request from a manager to undertake work of a similar level that is not specified in the job description



## Person Specification

Factor	Essential	Desirable
<b>Knowledge/Qualifications</b>		
Graduate with qualified teacher status		<input type="checkbox"/>
Hold AST / SLE status or equivalent	<input type="checkbox"/>	
An awareness of current issues in education	<input type="checkbox"/>	
Knowledge of national curriculum requirements at KS3	<input type="checkbox"/>	
Knowledge of courses and requirements at KS4 and KS5	<input type="checkbox"/>	
Understanding of use of data to assess and inform teaching and learning	<input type="checkbox"/>	
Experience of exam board marking in the subject		<input type="checkbox"/>
<b>Experience</b>		
Experience of leading, developing and enhancing the teaching practice of other staff	<input type="checkbox"/>	
Outstanding record as a Leader of the subject	<input type="checkbox"/>	
Experience of teaching A level in the subject		<input type="checkbox"/>
An excellent classroom practitioner that can model best practise	<input type="checkbox"/>	
Relevant management experience		<input type="checkbox"/>
Teach intervention groups at KS3 and KS4	<input type="checkbox"/>	
<b>Skills</b>		
Excellent classroom practitioner	<input type="checkbox"/>	
Good organisational and personal management skills	<input type="checkbox"/>	
Effective planning and teaching	<input type="checkbox"/>	
Effective behaviour/classroom management	<input type="checkbox"/>	
An ability to demand high standards	<input type="checkbox"/>	
Ability to lead a high performing team	<input type="checkbox"/>	
Ability to work independently and be a team player	<input type="checkbox"/>	
Ability to develop and support other staff to develop a variety of teaching strategies	<input type="checkbox"/>	
Ability to enthuse and direct students and staff towards raising expectations and levels of achievement	<input type="checkbox"/>	
The ability to meet deadlines	<input type="checkbox"/>	
Good ICT skills	<input type="checkbox"/>	
<b>Behaviour and other related characteristics</b>		
Flexible and committed to work across our group of partnership schools	<input type="checkbox"/>	
Takes the initiative	<input type="checkbox"/>	
Is self-motivated	<input type="checkbox"/>	
Work in ways that promote equality of opportunity, participation, diversity and responsibility	<input type="checkbox"/>	
A commitment to abide by and promote the Nova Group Equal Opportunities, Health and Safety and Child Protection Policies	<input type="checkbox"/>	
A commitment to the ethos and values of Nova	<input type="checkbox"/>	
To display a responsible and co-operative attitude to working towards the achievement of Nova's aims and objectives	<input type="checkbox"/>	
An ability to respect sensitive and confidential work	<input type="checkbox"/>	
Commitment to own personal development and learning	<input type="checkbox"/>	
Regular use of a car for business purposes (expenses reimbursed)	<input type="checkbox"/>	
The post holder will require an enhanced DBS	<input type="checkbox"/>	



## **Nova Education Trust Information**

### **Vision statement**

Nova Education Trust is committed to securing high levels of achievement for all students in our schools, regardless of their background. We believe that all young people can and should succeed in school.

We are driven by a strong moral purpose to ensure the very best outcomes for our students, in order to improve their life. We welcome opportunities and enable them to live fulfilled lives.

### **About our Trust**

The Nova Education Trust is a dynamic and growing Multi Academy Trust (MAT) based in the East Midlands. Our track record demonstrates our ability to deliver our core goal; achievement for every child.

The schools in our portfolio include both secondary and primary, working in a range of contexts. The trust currently consists of fifteen 'member' schools and one 'partner' school. We also run a successful School Centered Initial Teacher Training (SCITT) programme and a Teaching School Alliance (TSA) which links 23 schools together sharing effective practice and developing new models for staff development.

Our values are central to developing a positive ethos throughout our group of schools. This approach is focused on securing success for all our learners and providing them with the very best life opportunities.

We believe nothing is more important than making a difference to children.

### **We Promote**

<b>Trust:</b>	All stakeholders work together to realise our vision
<b>Integrity:</b>	All decisions are based on the best interests of our students
<b>Mutual Respect:</b>	Ensuring a voice for all stakeholders
<b>Empathy:</b>	Teaching should be well planned, varied and stimulating
<b>Self-Improvement:</b>	A commitment to supporting the development of our staff, students and wider community



## **Group Ethos**

- High expectations are essential to raising standards
- Everyone can succeed
- Barriers to learning must be challenged and overcome
- Teaching should be well planned, varied and stimulating
- Learning should be active, focused and engaged
- High standards of behaviour are expected at all times
- Clear lines of accountability exist at all levels
- Developing staff and students to engage in effective teaching and learning

## **Securing Success**

Our vision is to build capacity for sustained improvement. There are a number of short term strategies that can be initially used to enhance outcomes but it is our view that these need to be supplemented by a process that configures a school for long term improvement.

This work is centered on transforming a school using our 'Pillars of Success' improvement model. Transformation is achieved through the combination of a number of changes and improvements to each of these pillars within a school:

- Leadership
- CPD
- Curriculum
- Learning Organisation
- Care, Support, Guidance
- Performance Management
- Tracking and Intervention

## **Safeguarding and Child Protection**

The Trust and all its schools are committed to safeguarding and promoting the welfare of children and expects all staff to share this commitment. All new staff within the Trust will be subject to an enhanced DBS check.

Each school in the Trust has a designated senior member of the leadership team who is responsible for referring and monitoring any suspected case of abuse. All members of staff will receive training in line with our child protection policy.