



CMAT SENIOR CURRICULUM DIRECTOR English

Application Pack

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Welcome Letter

Dear applicant

Thank you for your interest in the position of CMAT Senior Curriculum Director (English) working within the Cambridgeshire Meridian Academies Trust (CMAT) family of Schools.

Our trust was first formed as an educational trust to lead a federation of schools in 2006 with a desire to provide high quality and dynamic education for everyone, right in the heart of our community. Through various government policies, our commitment to collaboration has remained consistent. We are soon to be a family of 11 academies, with 5 more new schools in development all within easy distance of Cambridge and Peterborough. We have a proven track record of school improvement and transforming the lives of children and young people. 2017 saw the Trust achieve excellent results again in all its academies with students making “well above average” progress and a Trust wide P8 score of 0.22. This has been recognised and praised by the Department for Education.

As we formalise our collaboration across academies and ensure we are prepared for the next stages of development, we are seeking an outstanding teaching practitioner to lead the development of English teaching across our Trust. This post is an excellent opportunity for an English specialist who wants to extend their experience beyond that of a Head of Department or Assistant Principal in one setting. If you have been or are an Advanced Skills Teacher, outstanding Head of Department/Curriculum Leader or Assistant Principal this post would enable you to maintain close links with classroom practice whilst developing your own leadership potential through shaping high quality learning experiences for all students in our trust with outstanding levels of progress.

CMAT is one of the highest performing academy groups committed to high quality professional development and career opportunities for all staff. We are a Teaching School with a large alliance of schools in our partnership.

This will be a unique role which you will play a key role in shaping. This is a great opportunity to join a dynamic, friendly team working across a family of schools.

It is essential for the successful candidate to have a strong vision for what makes a vibrant and challenging curriculum for all young people, examiner experience, knowledge and understanding of the Ofsted inspection process, and be able to take a strategic lead on a day-to-day basis to respond to the particular needs and context which may range from leading at a strategic level or running a department.

You will be joining a highly respected, successful and ambitious organisation, so we are seeking an inspirational candidate who can enhance our educational vision, provide courageous leadership and effective support to colleagues, to enable the organisation to achieve the best possible outcomes for all students.

This is an exciting and very rewarding role and we look forward to receiving your application.

Yours faithfully

Mark Woods
Chief Executive

If you would like an informal discussion about working for CMAT or about this role, please contact any of the following:

Andrew Daly adaly@swaveseyvc.co.uk

Mark Woods mwoods@cmatrust.co.uk

Steve Howard showard@neneparkacademy.org

Anthony Partington apartington@cmatrust.co.uk

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CMAT Senior Curriculum Director English

Required for September 2018 / January 2019

Salary Range: L14-L18

Cambridge Meridian Academies Trust, seeks applications from outstanding applicants with integrity, imagination and energy for this rewarding role.

We are seeking an outstanding teaching practitioner to lead the development and success of English teaching across all of the schools in our Trust. This post is an excellent opportunity for an English specialist who want to extend their experience firmly into senior leadership within a trust setting. If you have been an Advanced Skills Teacher, outstanding Head of Department/Curriculum Leader or Assistant Principal this post would enable you to maintain your classroom practice whilst developing your own leadership potential.

CMAT is one of the highest performing academy groups committed to high quality professional development and career opportunities for all staff. We are a Teaching School with a large alliance of schools in our partnership

This is a unique role and a real opportunity to join a dynamic team working across the family of schools to raise achievement. It is essential for the successful candidate to have a strong vision for what makes a vibrant and challenging curriculum for all young people, examiner experience, knowledge and understanding of the Ofsted inspection process, and be able to take a strategic lead on a day-to-day basis to respond to the particular needs and context which may range from leading at a strategic level or running a department.

You will be joining a highly innovative, inspirational and ambitious organisation, so we are seeking outstanding candidates who can realise the highest possible quality of service to support our educational vision, strong leadership and effective support to colleagues, to enable the organisation to achieve the best possible outcomes for students.

The Cambridge Meridian Academies Trust is committed to safeguarding and promoting the welfare of children. All appointments will be subject to a satisfactory enhanced DBS disclosure.

Application packs are on the TES website.

Further information on the Trust can be found on : www.cmatrust.co.uk

Closing date: 21st May 2018 Interviews will be on 25th May 2018

Vision and Values

Cambridge Meridian Academies Trust Vision

Cambridge Meridian Academies Trust (CMAT) exists to provide, support, and champion high-quality education at the heart of local communities.

As members of the CMAT family, trust academies aim to unite their pupils, families and other local stakeholders around this common purpose to share experience and resources, to improve standards and to maximise our contribution to their wider communities.

Our vision, mission and values guide and bring together each of the trust's academies.

Our Vision: High-quality educational provision for all at the heart of local communities

Our Mission: To deliver, promote and inspire high quality educational provision in schools at the heart of their local communities so that:

- Every child is a successful learner, confident individual and responsible and employable citizen
- Every school is a hub for community activities, a centre for extended services and a source of immense pride for students, their families and other local stakeholders

Our Values:

Pursuit of Excellence

- By expecting this of every person, every day
- Rejecting outright any sense of complacency
- Continually striving for the creation of a true meritocracy
- Promoting and celebrating elite performance inside school and in the wider world

Value our People

- Appreciating the incredible trust placed with us in educating young people and serving our community
- Valuing the diversity and qualities of our staff and students
- Ensuring that all students and staff feel known, appreciated and supported
- Committing whole-heartedly to collaboration within, between and beyond our academies

Achievement for All

- Ensuring that every student achieves their maximum potential
- Maintaining a relentless sense of optimism
- Removing barriers to learning
- Providing a whole education: academic excellence co-existing with an exceptional commitment to activity beyond

High-Quality Learning Environment

- Providing high quality buildings, engaging classrooms and excellent sporting facilities
- Delivering innovative learning resources and materials
- Ensuring a well-disciplined and caring environment
- Exploiting cutting edge technologies to expand the opportunities for students, staff and our community to benefit from learning in a digital age

Extending The Boundaries of Learning

- Providing positive memorable experiences inside and outside of the classroom
- Providing a diversity of experience to all
- Opening up the world to all students
- Securing the very best future educational and vocational experiences for our students

Academies within the Trust

<https://www.cmatrust.co.uk/our-schools/>

Job Description

Post Title: CMAT Senior Curriculum Director (English)

Salary: L14-L18 (may be negotiable depending on previous achievements)

Reporting to: **Executive Principal – Achievement for All**

Overall purpose of the post

To ensure good or better progress for all students in the trust secondary academies

To provide inspirational leadership and strategic direction to the subject area across the trust

To deliver outstanding lessons and training for other colleagues

You will achieve this by:

- Ensuring the English curriculum in all academies is rich and challenging, providing all students with the opportunity to develop
- Ensuring the provision of high quality teaching and learning in all academies
- Ensuring high standards and high expectations from students and staff through supporting and contributing to the trust Quality Assurance team.
- Providing development opportunities for subject teachers and leaders and to model outstanding practice at all times.
- Leading the cross-trust English subject focus group
- To develop an all-through and all-inclusive curriculum, working in conjunction with other phase leaders

The postholder will be accountable to:

Executive Principal (Achievement for All)

Special Features

The postholder shall be required to work in any of the schools/academies within the CMAT Family of Schools as directed by the CEO/ Executive Principal.

The postholder will be based within one of the trust's secondary academies and will have a teaching load of approximately 10 periods per week. This base may change annually as demand requires.

When working in other academies, the postholder will determine how best to improve student outcomes in liaison with the Leadership of the academy and the curriculum leader.

MAIN DUTIES AND RESPONSIBILITIES:

- 1) To undertake the full range of duties and responsibilities as required by the Chief Executive as set out in:
 - a. The School Teachers Pay and Conditions of Service
 - b. Any other duties commensurate to the post title and grade which the Executive Principal may deem appropriate.
- 2) Support the Trust's National Leadership in Education status by providing support and challenge to other schools as required.
- 3) To provide academy subject leaders with advice and support to drive the improvement of the quality of teaching and learning of your subject across the Family of Schools.
- 4) To support and develop innovative practice in your subject.
- 5) To support the development of the quality of data on the subject's performance to ensure that it is accurate and appropriate to facilitate targeted intervention.
- 6) To be an advocate for your subject area and to work collaboratively with others to improve the quality of teaching in your subject area across the Family of Schools.
- 7) Support and challenge the learning and teaching of your subject across the Family of Schools, including the development of leaders of the subject.
- 8) Deliver, participate and support Teaching School events as required.
- 9) To actively promote equality of opportunity for all students and staff.
- 10) To network with external organisations to identify and disseminate best practice across the Family of Schools and wider.

Expectations

1. To put 'Every Child' at the heart of everything you do.
2. To be flexible in order to meet the constantly changing demands of the role.
3. To be prepared to undertake outreach work on behalf of the Trust.
4. To keep up to date with educational development, strategy and thinking
5. To actively pursue your own professional development
6. To show commitment to the rigorous continuous improvement of schools.
7. To demonstrate a positive commitment to working with all stakeholders (students, governors, parents, staff, etc) to improve the performance of the school.
8. Be committed to providing a 'world class' workforce in order to ensure the best possible opportunity from all our students.
9. To hold a clean driving licence,
10. To be able to use your vehicle extensively for Trust business.

Person Specification

<u>Knowledge, skills and experience requirements for the post.</u>		
<u>Knowledge</u>	<u>Essential</u>	<u>Desirable</u>
Outstanding understanding of your subject secondary curriculum	Knowledge of current issues facing subject departments and key ways to improve outcomes	Evidence of leading departmental CPD, or providing CPD in an outreach capacity
Sophisticated understanding of school improvement and Ofsted inspection programmes	<p>Knowledge of Ofsted inspection framework, and Evaluation Schedule</p> <p>Ability to use Analyse School Performance, FFT and other data to analyse and evaluate school/departmental performance</p> <p>Ability to provide clear evaluation and strategies for improvement for leadership teams and departments</p>	Knowledge of departmental monitoring and tracking systems and their role in securing improvement
Good and developing understanding and knowledge of current and new examination specifications	<p>Ability to offer advice on school-based assessments and on examination preparation for examinations</p> <p>Able to assess school-based assessments accurately and identify strategies for improvement</p>	<p>Experience of exam board marking</p> <p>Knowledge and understanding of marking criteria, and using experience of this to support departmental colleagues</p>
<u>Qualifications</u>	<u>Essential</u>	<u>Desirable</u>
	<p>Degree in relevant subject</p> <p>Qualified Teacher Status</p>	<p>Masters degree in relevant subject or Education / further study</p> <p>Evidence of involvement in relevant CPD</p>

<u>Experience</u>	<u>Essential</u>	<u>Desirable</u>
Experience of leading a department or team to improve or sustain existing strong outcomes	A track record of successful impact, either as a departmental leader or in giving support and challenge to a department/school	Evidence of involvement in transformational change within a department Outreach work / supporting a department in challenging circumstances
<u>Skills</u>	<u>Essential</u>	<u>Desirable</u>
To be able to demonstrate consistent high quality teaching with a track record of students within your care achieving outstanding outcomes,	Willing to teach, and demonstrate teaching, across the Family of Schools, including extended periods where necessary	Able to deliver bespoke CPD to colleagues and trainees
To be able to analyse and review departmental teams and provide feedback and high quality reports To be able to develop intervention strategies that brings about rapid improvement	Able to work flexibly and under pressure. Able to provide clear strategies for improvement, following analysis/review of data and/or performance	
High level interpersonal skills	To show confidence when working with Principals, Heads of Department and senior leaders.	
To be able to provide resources for departments.	Develop and deliver resources for examination and intervention work,	Experience of working in one or more areas: <ul style="list-style-type: none"> • KS4 intervention work • whole-school programmes; • developing KS3 as a foundation for KS4 work • KS5 curriculum and intervention

How to Apply

To apply please complete the online form on the TES. Your supporting statement should address and evidence the selection criteria detailed in the Person Specification.

Closing Date:

21st May 2018

Interviews:

Interviews will be held on 25th May 2018

Applying:

For any questions about the process of applying please contact Claire Newman, Recruitment Administrator (Swavesey Village College) on 01954 234461

cnewman@swaveseyvc.co.uk