



APPOINTMENT OF PRINCIPAL

COMMENCEMENT: APRIL 2018

1.0 THE SCHOOL

1.1 Introduction

Elutec – the 14-19 University Technical College for East London - opened in September 2014 and aims to be the leading engineering and manufacturing UTC in the UK. Elutec is housed in an impressive new building in Barking and Dagenham, surrounded by a Business and Science Park which is soon to be joined by an exciting new film studio complex. The school has excellent transport links, with Dagenham East tube station a short walk away.

The school's exceptional sponsors include Ford Motor Company, one of the world's foremost design, engineering and manufacturing enterprises and the Faculty of Engineering at University College London (UCL), ranked as one of the top 20 "super-elite" universities in the world (especially in Elutec's specialist areas of manufacturing, engineering and product design). Elutec is also sponsored by The Centre for Engineering and Manufacturing Excellence (CEME) in Havering, where Elutec was originally located and by Prospects College of Advanced Technology, one of the country's leading education providers of work-force development needs.

Elutec aims to offer learners and employers an outstanding solution to current skills shortages. Our vision is that our pupils will stand out from the crowd and will be educated and coached to win the technical jobs that local employers desperately need to fill. In those jobs they will stand out as competent young engineering and manufacturing technicians. When they pursue further qualifications, they will stand out as those precious few who "know how to make things" as well as design, test, simulate and research them. In summary, our pupils will be the engineering and manufacturing specialists that employers need to grow their businesses and to develop the local economy.

With the needs of local industry in mind our emphasis is on specialisms in manufacturing, engineering and product design. These specialisms complement the world-class offerings of Elutec's sponsor university, the Faculty of Engineering at University College London (UCL).



1.2 Our new Principal

Achieving the aspirations and vision of Elutec requires strong leadership. The new Principal will have the support of committed sponsors and governors and an excellent learning environment. You will be excited by the opportunity to lead the school on the next stage of its journey to create a unique educational organisation with innovative ways of learning.

Elutec had a challenging first three years, including moving location twice, which affected early pupil recruitment. Ofsted designated the school as requiring Special Measures in its first inspection in March 2017. Since then, the DfE has commissioned a local Multi-Academy Trust – Partnership Learning – to provide support and additional capacity. An Interim Executive Principal has been put in place to drive improvement and the Trust is brokering further support across a range of school operations. The new Principal will therefore be well-supported by experienced, successful practitioners.

Elutec has many of the characteristics of other schools in the early years of their development – including a small tightly-knit staff team with a relatively flat management structure. A key requirement of the new Principal will therefore be the ability to work closely with teaching staff to continually develop their classroom practice via observation, coaching and modelling.

You will understand the opportunities and challenges of developing and growing a new school and UTC and your expertise and skills will equip you to lead Elutec to achieve its full potential. You will have the skills to develop effective relationships with employers, education partners, parents, pupils, staff, governors and other key stakeholders.

1.3 Our vision

Elutec offers a unique opportunity for young people across a broad area of East London and Essex. Its specialisms in engineering, design and manufacturing are being developed with the strong support of the sponsors: Ford Motor Company, the faculty of Engineering at University College London (UCL), CEME (Centre for Engineering and Manufacturing Excellence) and PROCAT (Prospects College of Advanced Technology). When they leave Elutec pupils will have a broad-based education with a technical appreciation of engineering principles; an appreciation of how to behave and succeed in the world of work; and the confidence and values to realise their potential in life.

The learning environment in Elutec reflects a modern, forward looking and innovative workplace and as a result high standards, responsibility and mature conduct are expected. Elutec's graduates stand



out because they demonstrate the knowledge, understanding and skills required by leading employers and universities. Pupils develop flexibility, willingness and ability to learn and to adapt in the future, making them the employees and pupils of choice for employers, universities and other places of learning. Elutec's pupils have an excellent record of progression to high-quality destinations on leaving.

1.4 Curriculum and Learning

Elutec's curriculum combines both general education and a technical curriculum. In Key Stage 4 pupils spend 60% of their time studying general education (including English, Mathematics and Science) and 40% on the technical curriculum (this is where they develop knowledge, understanding and skills related to Elutec's specialisms).

For post-16 pupils the ratio is reversed so that they spend around 60% of their time on the technical curriculum. You will have the opportunity to work with employers, university colleagues and others to develop Elutec's distinctive approach to teaching and learning and to plan and timetable how the resources of Elutec can best support learning.

2.0 THE POST

How to apply

Please return your completed application form by email to: g.howard@elutec.co.uk

Closing date: Noon, Sunday 18th February 2018

CVs will not be accepted

Pre-employment checks

Confirmation of appointment is conditional upon a satisfactory enhanced DBS check and occupational health check.

References

Confirmation of appointment is also subject to the receipt of two satisfactory references.

**Salary**

Salary range £86,709 - £100,990 (Elutec spinal point 39 – 46)

Commencement

April 2018 (precise start date to be agreed)

Visits and informal discussions

If you would like to arrange a visit and/or have an informal discussion about the post, in the first instance please contact Gillian Howard: g.howard@elutec.co.uk

3.0 ROLES AND RESPONSIBILITIES

The Principal will be responsible to the Interim Executive Principal, and through him or her to the Governing Body, for:

- Setting high expectations and achieving challenging targets for pupil outcomes, in the context of an innovative University Technical College specialising in manufacturing, engineering and design
- Monitoring effectiveness and evaluating learning outcomes
- Curriculum delivery and implementation, ensuring that the curriculum is shaped by and reflects strong employer and HE involvement.
- Ensuring a school-wide focus on pupil achievement, using data and benchmarks to monitor progress in every pupil's learning
- Establishing creative, effective approaches to learning and teaching, responsive to the needs of employers, HE and the pupil community
- Ensuring a culture that supports and facilitates pupil engagement in, and ownership of their own learning
- Implementing strategies to secure high standards of behaviour and attendance
- Monitoring, evaluating and reviewing classroom practice and promoting improvement strategies, challenging underperformance and ensuring corrective action
- Working with teaching staff, both directly and through others, to continually develop their classroom practice via observation, coaching and modelling
- Ensuring effective planning, coordination, support and evaluation, clear delegation of tasks and devolution of responsibilities



- Developing and maintaining effective strategies and procedures for the induction, professional development and performance review of all staff
- Establishing and growing industry partnerships
- Managing the school's financial and human resources effectively and efficiently to achieve the school's educational goals and priorities
- Recruiting, retaining and deploying staff appropriately
- Ensuring individual staff accountabilities are clearly defined, understood and agreed and are subject to rigorous review and evaluation
- Co-operating and working with relevant agencies, parents and other partners to ensure the well-being of children
- Safeguarding and promoting the welfare of children
- Marketing and Pupil Recruitment
- Relations with local external partners, including the local community, the Local Authority, local schools and colleges, Voluntary Sector Providers, employers etc
- Ofsted: Preparation for and management of external inspection
- Facilities management: maintaining and improving school accommodation
- Management Information Systems and ICT
- Any such other duties as may reasonably be required by the Governing Body

4.0 PERSON SPECIFICATION

4.1 Qualifications

Required:

- Recognised degree
- Qualified Teacher Status

Desirable:

- A higher degree or further relevant professional studies
- Relevant management qualification (eg NPQH)



4.2 Experience

- A proven track record of success as a senior leader in education
- A proven track record of successful operational management including monitoring and evaluation, setting and achieving targets, standards, achievement of external quality standards (such as Ofsted or similar)
- Successful experience of establishing and maintaining effective links and partnerships with a range of partners
- A proven track record as a successful innovator and leader of change in an education setting
- Successful experience of leading and managing curriculum development to achieve high outcomes for pupils
- Successful experience of achieving high standards and raising standards with pupils of all abilities
- Successful experience of managing financial and other resources
- Successful experience of achieving high standards in teaching and learning and of coaching others to do the same

4.3 Competencies

- The gravitas and charisma to be an effective leader
- An understanding and knowledge of the UTC's specialisms
- The ability to plan strategically and to successfully lead and manage change
- Excellent oral and written communication skills and strong listening skills
- The ability to establish excellent relationships with individuals and organisations, including schools, employers and HE institutions
- The ability to motivate and inspire others to achieve high levels of performance and to have high levels of aspiration and expectation for every pupil and for all aspects of the work of Elutec
- Thorough knowledge of national education priorities and developments including changes to the curriculum



- A thorough understanding of the principles and practices of securing improved educational outcomes in a school, college or similar environment
- The ability to challenge underperformance and secure improvement
- Understanding of performance management systems and the ability to implement PM to underpin improvement
- A good understanding of behaviour management principles and systems and how to use these to secure high standards of behaviour.
- The ability to analyse and act upon data relating to pupil and organisational performance to set aspirational targets and to monitor achievement
- The ability to convey key information succinctly and effectively to staff, parents, governors and other stakeholders

4.4 Other Requirements

- A passion to help young people become happy, productive, self-confident adults.
- A sense of fun, humanity and collegiality
- Resilience and the ability to work well under pressure.
- The ability to prioritise and to manage one's own work and that of others.
- Political sensitivity and the ability to recognise and work with a variety of stakeholder interests