



**Trust Lead English**

Recruitment Pack

## **Aldridge Education Information**

Aldridge Education is a charitable trust whose entrepreneurial community schools help young people to reach their potential. We support our Principals and teachers in rapidly improving the quality of education on offer at early years, primary, secondary and sixth-form levels in order to transform the life-chances of our students.

Aldridge Education was established as a national multi-academy trust by the Aldridge Foundation in 2016, taking over responsibility from the Foundation for its family of non-selective academy schools and colleges, some of which are part of the multi-academy trust whilst others are currently independent Trusts sponsored by Aldridge Education.

Sir Rod Aldridge launched the Aldridge Foundation in 2006 after retiring from Capita Plc, the business he set up and which became one of this country's most successful companies. Our shared belief is that by introducing young people to, and helping develop in them, the core attributes of entrepreneurship, we can provide context and relevance to their learning, foster creativity, passion, determination, risk-taking, problem-solving and teamwork. These characteristics help our students achieve in their education and acquire further vital skills for adult life.

For more information, please view our website: <http://aldridgeeducation.org/>

Interested in growing with us?

It's a really exciting time to be considering working for Aldridge Education. At the start of an exciting journey to excellence, this is the perfect time to make your mark with us!

The education teamwork nationally with our nine schools in Darwen, Manchester, London and Brighton. Aldridge Education is looking to appoint an outstanding English practitioner to work across our schools in the South (Brighton and London). We are one of the top Trusts in the country at KS5 and we wish to transport this success to rapidly improve standards at other key stages across our schools. The successful candidate will work alongside their Trust Lead English colleague in the Northern schools and as part of the wider national education team.

Suitable for a successful Head of Department or Lead Practitioner who has shown themselves to be a strong classroom practitioner and a skilled leader, we're looking for people who really understand how to support rapid improvement. You may have experience as a senior leader, but this is not essential. You'll have proven yourself in your work to date and be highly ambitious to progress further. Whatever stage your career is at, if you meet the criteria and have the passion for this work, we're interested in talking to you.

Candidates will ideally have effective management experience and will be capable of working peripatetically, to raise standards in the English department. This is a marvellous opportunity for colleagues who wish to progress their careers but stay within their chosen subject discipline. The successful candidate will contribute to our wider educational teamwork including curriculum development, raising student outcomes, teaching and learning improvement and developing middle leaders across the Trust.

Working closely with our CEO, this is an exciting opportunity to be a key driver in MAT improvement and, as a result, to grow your career with us.

This unique role will interact closely with the rest of the education team to ensure that teaching methods are consistent across the Trust. It is expected that practitioners will have exceptional knowledge of

curriculum frameworks and provide support for departments who are developing their curriculum offer in light of the Ofsted Framework.

The Recruitment Pack will provide more details about Aldridge Education for interested candidates. The closing date for applications is Sunday 18 April 2021. All applications will be acknowledged on receipt. Shortlisting will be carried out shortly afterwards and candidates will be notified to confirm their attendance at the interview stage. Interviews and associated assessment activities are likely to be conducted on Thursday 22 April at Brighton Aldridge Community Academy. Our successful candidate will join us in September 2021.

I look forward to hearing from you.

Jane Fletcher

Aldridge Education, CEO

## Trust Lead English

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| Reports to: | CEO  |
| Start date: | 1 September 2021   |
| Salary:     | £50,000 - £55,000, negotiable for an exceptional candidate |
| Contract:   | Permanent  |

### The Role

The Trust Lead for English will promote and implement strategies for improving attainment in English across the Trust. Working in partnership with the CEO, other Trust Leads, Principals, Heads of Department and Aldridge staff, the role involves a strategic overview of the subject across the Trust, involvement in planning and school improvement, alongside day to day involvement with English departments. This will include activities such as coaching, planning, leadership development, supporting lessons and intervention, modelling strong practice, data analysis, curriculum development, support with student intervention and leading regional subject meetings.

### Key responsibilities

- Provide the strategic lead for English across the region
- Lead regional subject initiatives and meetings; sharing, innovating and disseminating good practice, including co-planning and moderation
- Support Heads of Department in each allocated academy as needed, ensuring agreed best practice is being followed, training Heads of Department and providing extra support and capacity where it is needed at a leadership level
- Support the development of teaching capacity within allocated academies, taking a lead in coaching staff and training others to coach also, in line with the Trust's coaching model
- Work with allocated academies to ensure that the curriculum, delivery model and assessments being used are in line with Trust policy and meet the needs of all students
- Support regional and academy-level work to ensure that curriculum decisions are appropriate
- Work with academy staff to promote raised attainment and progress measures in English, with a progress target for each academy that shows strong outcomes for students
- Support staff with planning through co-planning sessions and train staff to close gaps using Trust agreed on strategies for achieving this
- Provide support to academy leadership teams and subject leaders to address underperformance in English departments
- Support intervention and take part in teaching where this is the most strategic use of time to rapidly raise standards
- Identify best practice locally, nationally and internationally to refine or bespoke the practice to the needs of the region
- Ensure that subject knowledge, curriculum understanding and pedagogy around GCSE and GCE specifications are facilitated in allocated academies
- Take part in monitoring and review work across the Trust as requested by the CEO

- Support recruitment work as requested by the CEO

## **Other**

- Undertake other various responsibilities as directed by the line manager
- Undertake the main professional duties of a member of staff as set out in the Aldridge pay and conditions of service document
- Comply fully with Aldridge policies and procedures, aligned with Aldridge's ethos of high aspirations and high expectations which lead to strong outcomes for our students

## **Person Specification: Trust Lead**

### **Qualification Criteria**

- Qualified to degree level and above
- Qualified to teach in the UK
- Able to teach as a subject specialist to at least GCSE level, preferably A level, in English as a specialism

### **Experience**

- Outstanding teacher
- Proven record in delivering outstanding attainment and progress in English
- Experience in identifying, implementing, monitoring and evaluating effective strategies for improving attainment in English
- Experience in establishing strategic interventions of English across several departments or schools, or facilitating the sharing of best practice around effective academic intervention
- Experience in leading, coaching and mentoring English teachers, as well as delivering staff training to support improved attainment and progress

### **Knowledge and skills**

- Up to date knowledge of the current English curriculum and assessment requirements
- Recent experience of delivering results in school
- A highly effective style that is both consultative and influential
- Excellent communication and presentation skills
- Ability to consider both the detail and the 'bigger picture'
- Self-motivated and resilient
- Effective team worker and leader

### **Values**

- Personal vision is aligned with Aldridge's high aspirations and expectations of self and others
- Genuine passion and a belief in the potential of every student
- Motivation to continually improve standards and achieve excellence above norms

## Other

This post is subject to an enhanced Disclosure and Barring Service check.

*Aldridge is committed to safeguarding and promoting the welfare of children and young people in our academies. To meet this responsibility, we follow a rigorous selection process. All successful candidates will be subject to an enhanced Disclosure and Barring Service check.*

### How to apply

We aim to ensure that we recruit the right person for the job. We will ensure that the selection process is fair and without discrimination for or against any candidate based on age, ethnicity, sex, marital status, or sexual orientation. The person specification sets out the criteria used to assess candidates through the selection process.

We are committed to safeguarding our pupils and will assess the candidate's suitability for working with children as part of the selection process. We will check the accuracy of all information and investigate any perceived anomalies. We take up references before the interview and use these to verify the information you have given us. Firm offers of employment are never made without satisfactory references. All potential employees are subject to an enhanced disclosure from the Disclosure and Barring Service.

**Applications:** Please send a cover letter and application form ensuring that you demonstrate how your experience and skills make you suitable for the position Sunday 18 April 2021.

**Shortlisting:** We assess all applications against the person specification criteria using the evidence you provide in your application. This is done by a panel of senior staff. We carefully check all applications for anomalies.

**Candidates:** Candidates who best meet the person specification will be invited to an interview. Interviews and associated assessment activities are likely to be conducted on Thursday 22 April 2021. Our successful candidate will join us in September 2021.

**References:** We request references for all candidates who are invited to interview. Please inform us if we should not contact your referees before interview. Your first referee should be your current or last employer.

**Interview Process:** The interviews will be held at Brighton Aldridge Community Academy (Lewes Rd, Brighton, BN1 9PW). The interview will consist of assessment activities and a formal interview. These are designed to allow you to demonstrate your skills and abilities. You will be asked to bring proof of qualifications and identity on the first day.

**Final Selection:** Following the assessment activities and formal interview, we will use the person specification as a guide to select the most suitable candidate for our Trust. We will then telephone each candidate to inform them of the outcome. We will give brief feedback during this telephone conversation.

**Offer of Employment:** We will make a verbal offer of employment by telephone within 48 hours of the interview and this will be confirmed in writing. Any offer is made subject to:

- References satisfactory to us
- A satisfactory DBS check
- Provision of proof of identity and qualifications

Probationary Period: The post is subject to a six-month probationary period. On successful completion of probation, the post will become permanent.

Please return your application form and cover letter (no more than one side of A4) via email to:

[HR@aldridgeeducation.org](mailto:HR@aldridgeeducation.org)