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| |  | | --- | |  | | **Post title**  Thank you for your interest in applying for the above post. Please find attached the Job Description and Person Specification for the role. | | **Working for Stockport Council** | | **Macintosh SSD:Users:tony.collinge:Desktop:values_job_description:STAR_logo_and_values.jpg**  Stockport Council has 4 core values that run through everything we do and are known as the Stockport Way of doing things. As an organisation we stay true to them no matter what challenges we face. The values came from colleagues and were developed through workshops and consultation across the Council.  [This video,](https://play.buto.tv/3My87) produced 'in house' and featuring colleagues from across the Council, explains each value and shows how colleagues are living these values each day.  As a new colleague the Council will expect you to work in accordance with these values. We also have policies and procedures around health, safety and welfare, customer care, emergency, evacuation, security and promotion of the Council’s priorities which we expect you to adhere to. These will be explained in detail to you as part of your induction process.  You can find out more about working for Stockport Council, and some of the benefits we offer employees, online at <https://greater.jobs/locations/stockport/> |   green band epsStockport Council  **Job Description** | |
| Post Title: Senior School Improvement Adviser (SSIA): Secondary  **Service Area:** Services to People  **Directorate:** Education  **Team:** School Improvement Service | Salary Grade:  Miniumum salary: Soulbury 29 - to reflect relevant skills and experience of the successful candidate  Range of 4 points, plus 3 SPA from starting salary |
| **Post Reports to:** Head of School Effectiveness  **Post Responsible for:** Providing high levels of support and challenge to high schools (including Pupil Referral Units) to identify good practice, promote practice transfer and enable all schools to contribute to the delivery of the collective priorities for Stockport | |
| **Main Purpose of the Job:**  To provide high level of support and challenge to schools to develop consistently high standards of leadership and management which lead to good outcomes for all children. | |
| **Summary of responsibilities and key areas:**   * To identify good practice within our schools and academies and enable this to be shared across the borough * To support the development of system led peer review/accountability processes * To provide an overview of the quality of education within Stockport from Year 7-11 * To work effectively to complement the work of the School Improvement Partners who are directly commissioned by our schools * To facilitate the necessary support to help schools work on identified areas for improvement | |
| **Job activities:** **Summary of Responsibilities and Key Areas:**   1. To act as a Senior School Improvement Adviser to secondary schools/ Pupil Referral Units (PRU) to support headteachers, leadership teams and governing bodies with their self- evaluation, quality assurance and continuous improvement planning. 2. Monitor and challenge the quality of educational provision and the standards of the high schools and PRUs. 3. Ensure schools have appropriate strategies for identification and support of underachieving groups. 4. Identify good practice and to develop a system led approach to sharing this practice across the borough, utilising resource from within the LA and beyond. This may including organising and promoting key learning events, such as conferences. 5. Promote system leadership by working closely with Teaching Schools and Multi-Academy Trusts in Stockport. 6. To support schools as they prepare for external scrutiny. 7. Work with the School Improvement Partners employed directly by each school to ensure work between them and the LA is aligned. 8. Identify and broker appropriate support for schools and routinely evaluate the impact. 9. To participate and support senior appointments in schools as a representative of Stockport Metropolitan Borough Council in maintained schools. 10. Critically analyse and interpret comparative data from a range of sources to promote thinking at both an individual school and LA level. Use this information well to develop future strategy wherever possible. 11. Attend meetings with secondary headteachers, both individually and collectively on a regular basis and act as a conduit between these colleagues and the LA. 12. Work collaboratively with all members of the School Improvement Team to secure the most effective support and challenge for schools. 13. To support schools in developing collaborative projects to improve school effectiveness. 14. Work effectively and positively as a member of the local authority team and liaise with other sections of the LA in relation to matters concerning high schools and PRUs, including finance, inclusion and human resources.. 15. Complete notes of visit and all relevant paperwork, including documents for governing boards, in relation to high schools and PRUs. 16. Provide clear documentation to support the accountability process within the LA and beyond. 17. Engage with and inform elected members and local politicians as requested. 18. Develop appropriate action plans for any schools identified as causing concern. 19. Manage and co-ordinate LA and/or national projects as directed by the Head of School Effectiveness. Keep line managers regularly updated on project progress and ensure effective communication about projects to appropriate elected members, colleagues, national agencies and schools. Show initiative and adaptability to move an agenda forward. | |
| **Additional responsibilities:**  To work positively and inclusively with colleagues and customers so that the Council provides a workplace and delivers services that do not discriminate against people on the ground of their age, sexuality, religion or belief, race, gender or disabilities.  To fulfill personal requirements, where appropriate, with regard to Council policies and procedures, standards of attendance, health, safety and welfare, customer care, emergency, evacuation, security and promotion of the Council’s priorities.  To work flexibly in the interests of the service. This may include undertaking other duties provided that these are appropriate to the employee’s background, skills and abilities. Where this occurs, there will be consultation with the employee and any necessary personal development will be taken into account. | |

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Stockport Council

Competency Person Specification

The criteria listed below represent the most important skills, experience, technical expertise and qualifications needed for this job role.

Your application will be assessed against these criteria to determine whether or not you are shortlisted for interview.  Any interview questions, or additional assessments (tests, presentations etc) will be broadly based on the criteria below.

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| **Competency** | **Essential or Desirable** |
| To work to the Council’s values and behaviours:   * To keep the people of **Stockport** at the heart of what we do * To succeed as a **team**, collaborating with colleagues and partners * To drive things forward with **ambition**, creativity and confidence * To value and **respect** our colleagues, partners and customers | Essential |
| Qualified Teacher Status | Essential |
| Successful, relevant and current experience of Headship or Deputy Headship within the secondary phase | Essential |
| Experience of working in more than one school, or at a senior level within an LA, as a senior leader | Essential |
| Experience of implementing and overseeing successful school improvement initiatives that have improved outcomes for young people, particularly the most vulnerable | Essential |
| Knowledge of good practice at KS3 and 4 in terms of curriculum design, delivery and assessment | Essential |
| Experience of using research to influence practice | Essential |
| An excellent understanding of school self-evaluation, using both quantitative and qualitative information | Essential |
| Experience of providing support to senior leaders in school | Essential |
| Experience of working with schools causing concern | Desirable |
| An excellent understanding of school improvement and how to inspire leaders to manage change effectively | Essential |
| Ability to develop collaborative projects across Stockport in terms of accountability and improving outcomes | Essential |
| Ability and experience to facilitate high quality adult learning for a range of audiences as necessary | Essential |
| The ability to inspire senior leaders, teachers, other senior colleagues, governors and colleagues | Essential |
| The ability to work effectively, either independently or as part of a team | Essential |
| The ability to develop effective relationships between schools, the LA and their School Improvement Partners | Essential |
| Excellent verbal and written communication skills | Essential |
| The ability to lead and manage substantial local or national projects | Essential |
| An in-depth knowledge and understanding of the current issues impacting on provision in the secondary phase | Essential |
| An understanding of the National Standards of Excellence for Headteachers and a commitment to promoting these | Essential |
| An understanding of the context in which LAs operate | Essential |
| A knowledge and understanding of recent initiatives from DFE and other national agencies connected to education | Essential |
| Demonstrate a commitment to continued professional development | Essential |
| TO BE INCLUDED WHEN THE ROLE IS COVERED BY THE FLUENCY DUTY (SEE GUIDANCE ON ENGLISH LANGUAGE REQUIREMENT)  The ability to converse at ease with service users/customers and provide advice in accurate spoken English. | Essential |