Dear prospective applicant,

In the top 12% of schools nationally, Crown Hills Community College blends a 70-year history of inclusive education with an innovative, forward-looking approach to providing a state education like no other to 1,500 students from inner city backgrounds.

The School now seeks to appoint an exceptional individual to work alongside the Principal, Vice Principal and five Assistant Principals, who together comprise the Senior Leadership Team. The **Chief Operating Officer or Strategic Business Manager** is involved in all areas of school life but takes the lead on matters relating to administration, admissions, estates, finance, health and safety, and legal and regulatory compliance. This is, therefore, an exciting opportunity to play an integral role in developing the School’s vision and for enhancing its operational and physical infrastructure.

To be successful, the appointee will possess a proven track record of providing excellent operational delivery across a comparable, diverse portfolio. We are looking for an adept manager with strong commercial acumen and experience of managing multi-disciplinary teams. Candidates will be assessed on their understanding of effective strategic leadership and their ability to work with others, including risk management.

This role will suit professionals with a high level of personal credibility and demonstrable experience in implementing a strategic vision. Outstanding communication skills and the personal authority to build strong relationships with pupils, staff and parents are essential, as is a deep commitment to the School’s aims and values.

We welcome applications from those with both non-educational and educational backgrounds across the private, public and third sectors.

How we lead is as important as the direction we are taking staff in. You need to have the emotional intelligence to deal with sensitive matters with clarity as well as trusting those around you to deliver and, when needed, have tough love conversations to improve delivery. We have 200 staff and 1500 students, so your ability to work with different groups of people in a dynamic environment is paramount and a key part of the role.

We are a PFI school and outsource our major services to third parties and the successful candidate will have responsibility for the management of these on a daily basis. These are G4S for site etc, Aspens for catering and Capita for IT.

Our mission is simple, we want every student to be the best that they can be, thrive in the best possible career and contribute positively to society.

This position is pivotal in achieving our mission statement as it knits together all of the support services that allow teachers to teach and students to learn. It doesn’t come without its challenges though, as leading in a climate of ever increasing accountability and diminishing resources is extremely challenging but I truly believe that when leaders

lead by staying true to their values, the impossible becomes possible.

You will see from our site that our three key values permeate all that we do and have allowed us to grow from strength to strength:

 **Aspiration -** Be the best you can be

 **Commitment -** Do what it takes for as long as it takes

 **Success** - Be ready to take on the world

As Principal, it has always been my philosophy to grow and nurture new talent so that we create the next generation of leaders, it is something that I have done throughout my career, and this role will support the successful individual on their journey.

If you have high aspirations for children from deprived backgrounds and experience of delivering educational excellence by providing a high quality education for the most vulnerable of students as well the business acumen to know how external services contribute to making this happen, we would like to hear from you.

If you would like to discuss the role in confidence, please contact me on **07821543443.**

We are looking for the role to start **as soon as possible** so that there is a sufficient handover with the current post holder.

We have also organised two information evenings, please contact my PA Jo Amey by email jamey@crownhills.leicester.sch.uk to confirm your attendance:

Information Evening 1 – Wednesday 12th February 5.30pm

Information Evening 2 – Thursday 13th February 5.30pm

**Deadline for applicants is 9am 21st February to** **jamey@crownhills.leicester.sch.uk**

**Interviews will be Friday 28th February and Tuesday 3rd March 2020.**

Yours sincerely,

Mr F Adam

(**Principal)**