

## Leadership Development Officer (FTC)

Leadership Development Officers are responsible for the progress and development of all 2016 participants across all phases on the Leadership Development Programme. Through coaching and mentoring, you will support participants to develop the leadership skills, values and competencies required to make a profound impact on the pupils they teach. You will lead your portfolio to develop ambitious visions and goals for pupil progress and support and challenge them to make these goals a reality. Finally, your role is integral in equipping teachers with the tools and experience to develop a life-long commitment to ending inequality in education.

### What you do

#### At this level you will:

- Coach and mentor a portfolio of participants
- Support participants to develop as leaders and classroom practitioners
- Track and monitor participant progress towards the Teaching Standards and NQT status
- Work with NQT mentors to support participant progress
- Facilitate training and development sessions
- Contribute to the wider LDO role group

#### Your responsibilities include:

- Coach and mentor up to 40 NQT teachers to identify their strengths and areas of development, support them to maximise opportunities offered by the Teach First Leadership Development Programme and offer bespoke support as needed
- Become an expert in the Leadership Development Programme in your local area and use this knowledge to support your portfolio's development
- Be accountable for a portfolio of Teach First teachers achieving pupil progress beyond national expectations in their classrooms by:
  - Building transparent and trusting relationships with teachers in order to support and challenge them to achieve their potential impact
  - Supporting your teachers to establish a vision and ambitious goals for pupils as well as strategic plans and rigorous assessments
  - Visiting your teachers in their classrooms to gather evidence of progress towards their vision and have reflective data-driven conversations based on this evidence
  - Coaching teachers to analyse pupil data in order to problem-solve and prioritise the teacher actions that most impact pupil progress
  - Supporting, and enabling additional support to ensure participants thrive in their placement school and honour their two-year commitment
- Build strong relationships with school leaders, mentors and university partners to accelerate teacher progress, driving participant support and ensuring an effective school placement
- Communicate your progress towards targets and quality standards by maintaining accurate up to date data. This will involve significant time reporting your progress on Teach First tracking systems
- Work with other colleagues to ensure that participants understand and are prepared for their role in the movement beyond the two-year programme and are committed to the Teach First vision
- Facilitate group sessions to ensure that participants are receiving required training and are building networks and community
- Support your local area by staffing events, contributing to local area culture plans and support other colleagues to achieve organisational goals as needed
- Commit to your continuous development in your role
- This role will sometimes require you to work evening and weekends
- The critical responsibilities of this role are described above. They may be subject to reasonable changes from time to time in line with business need.

## You're good at

### Essential:

- Degree (or equivalent)
- Qualified Teacher Status and post NQT experience preferred
- Strong understanding of the coaching-mentoring continuum and coaching and mentoring experience
- A desire to work with and develop others' leadership skills
- Demonstrable impact on pupil achievement, access and aspirations
- Driving licence & car - travel across the region will be required

### Desirable:

- Skilled at analysing data to draw accurate conclusions, drive planning and guide actions
- Creative portfolio management, exceptional time management and planning and prioritisation skills to ensure the most effective use of your time
- Ability to collaborate and develop others to improve practice

All our employees are expected to model [our values](#) and help others to do so.

### Location

*East Midlands.* Local Area Office, Office A28 Sir Colin Campbell Building, The University of Nottingham, Innovation Park Triumph Road, Nottingham, NG7 2TU

### Salary band

£31,510 pro rata

### Contract

Fixed term contract until 31 July 2018. Part-time: 22.5 hours per week.

### How to apply

To apply for a vacancy at Teach First you are required to complete an online application form. Please have your CV and covering letter ready to upload.

### Next steps

We aim to provide feedback to all applications within 10 working days from the closing date. **Please note that interviews will be arranged as suitable candidates are identified, so early application is strongly advised.**

**First stage telephone interviews will be held: Friday 4<sup>th</sup> August**