



DIRECTOR FOR SCHOOLS APPLICATION PACK



DIOCESE OF TRURO
DISCOVERING GOD'S KINGDOM
GROWING THE CHURCH

CONTENTS

Welcome	2 - 3
Job description	4
Person specification	5
Partnerships	6
Terms & conditions of employment	7
Appointment process & key dates	8

WELCOME

Thank you for your interest in the Director for Schools post with the Diocese of Truro. I hope that you will find this paper useful and that whatever you decide, that you will keep us, and our work, in your prayers.

OUR AMBITION & THE DIRECTOR FOR SCHOOLS

The Director for Schools is the lead officer for the school facing work of the Church of England in Cornwall and the Isles of Scilly. The ambition of the Diocesan Board of Education (DBE) is for the diocese to become a significant partner in raising standards in schools, we are well on our way with this, the Director for Schools offers the professional leadership for the work.

Our ambition and our work is inspired by the Church of England Vision for Education, the Vision gives us the “why,” and helps lead us to the “what.”

HOW THIS ROLE WORKS IN THE DIOCESE OF TRURO

The role blends some parts of the work of a Diocesan Director of Education (DDE) with that of a school effectiveness or standards lead; because we are a small diocese with just 44 church schools this combination works well. We are small, but we have a big ambition, and we use our unique size to work differently: partnership and flexibility are vital, we work closely with community

led multi academy trusts, and the capacity of the national team, neighbours, and the Church of England Foundation for Education Leadership, are crucial for us. At the heart of the role are the 44 Church of England schools in the diocese. Of these, there are seven LA maintained schools, twenty-two church schools in five church majority academy trusts, and fifteen church schools are part of nine community led trusts. The 43 church schools in Cornwall are all primary phase, on the Isles of Scilly the only school is our 4-16 church school. In each case, the day-to-day work of the Director for Schools is tailored to the particular context and need: it is not “one size fits all.”

Church Schools in Cornwall have seen steady improvement in standards overall in the last four years, most data shows that as a group they are improving slightly faster than other schools in Cornwall, but for some there is certainly still a way to go. When we discuss standards, we mean something much richer than those described by the DfE or Ofsted.

MAKING THE ROLE “YOUR OWN”

The Director for Schools will lead and help shape some new adventures for our work; this will be about system leadership and the big picture:

We need to consolidate key partnerships, particularly with multi academy trusts, teaching schools, Cornwall LA and regional and national partners as the mixed economy of maintained and academy systems matures. The Director for Schools will lead on identifying the “who” and the “how” to make these partnerships effective.

We are already finding new ways to encourage and resource parishes and local church leaders in their work, but this is early days and a Director for Schools with ambition and drive for this will transform the reach of the church among children and young people.

We have an ambition to promote RE, there are some great examples in a few places, but we need to build well and fast on some scant foundations. As in all our work this will be more about identifying and resourcing strategic partners and making sure that they are delivering change, rather than recruiting and leading a new staff team.

WHO ARE WE LOOKING FOR?

The most important characteristic will be that the Director for Schools is passionate for, and committed to, promoting the Church of England Vision for Education. We will expect candidates to be able to describe the difference that the Vision can make.

They will bring credibility to the role from a strong record of accomplishment in school leadership, including

raising standards, and at least the first steps in system leadership beyond their own school. That credibility probably means that they will have been a leader in a church school recently.

Cornwall is a great place to live and work, but this is a smaller education community than some may be used to, so the Director for Schools will be ready for a significant public role, often representing the Diocese of Truro to the whole education system.

The role will often be as much about relational intelligence and strength of character as it is about systems and processes, but getting the systems right is also important, so we are looking for wisdom in this person.

GETTING IN TOUCH

We positively welcome potential candidates getting in touch to discuss this post and the work of the Diocese of Truro. You can do so in confidence, if you email me, Simon Cade, on simon.cade@truro.anglican.org I will get back to you, suggest a time and date to call and I will do my best, or pose questions by email if you prefer.

I began this section by asking for your prayers, I do mean that, and please be assured that we are praying for those who might be considering this post.

Thanks for reading this, and with every blessing for your work

The Revd Simon Cade
Diocesan Director of Education & Discipleship



JOB DESCRIPTION - DIRECTOR FOR SCHOOLS

The Director for Schools is the lead officer for the school facing work of the Diocese of Truro. The role offers the professional leadership in our ambition of becoming a significant partner for raising standards in schools in Cornwall and the Isles of Scilly; we do this by promoting the Church of England's Vision for Education.

We are looking for an experienced school leader, almost certainly of headteacher level, who will carry credibility with colleagues including church school heads, MAT officers, the DfE and the local authority.

PRIMARY PURPOSE OF THE ROLE

To promote the Church of England Vision for Education in Cornwall and the Isles of Scilly by leading the school-facing work of the Diocese of Truro.

Leading the day to day work of the schools team at Church House

- Direct, manage and review the work of the team, ensuring that the Vision for Education, and the diocesan vision, are lived out and promoted in the work of the team;
- Manage the budget of the schools team.

KEY RESPONSIBILITIES

Promoting the vision across the whole of the diocese

- Able to think and work in a way that helps us to shape the future, engaging creatively with change;
- Foster and promote good relationships between parishes and schools, including but not limited to church schools;
- Develop effective partnerships with other providers across the education community, including at statutory, national and local level;
- Engaging with church schools to raise standards;
- Deepen and strengthen the network of church school leadership;
- Offer professional support and challenge among church school leaders on behalf of the Diocesan Board of Education;
- Develop, often with partners, programmes to promote high standards in leadership, outcomes for children, governance, RE and other areas of school life, developing a "quality assurance" role as well as modelling delivery;
- Support the appointment, induction, development and accountability of church school leaders;
- Support church schools in their work to promote the Church of England Vision for Education, in particular through the SIAMS framework.

Serve as lead officer for Askel Veur, the diocesan academy company and sponsor, and with the Director of Education and Discipleship for the Diocesan Board of Education.

LINE MANAGEMENT

The Director for Schools oversees the work of the schools team at Church House, which includes employed and consultant staff.

The employed staff currently comprise:

- Governance Development Officer;
- Parish Support & School Advisor (mainly works in the Parish Support Team, but 1 day a week for schools);
- Education Support Administrator.

There is scope for increasing our consultant capacity, particularly to support RE.

PERSONAL & PROFESSIONAL DEVELOPMENT

There is an expectation that our lead officers should be "learning," in the case of the Director for Schools we will encourage professional development in areas such as SIAMS, Ofsted, coaching and mentoring, MAT leadership etc as appropriate.

PERSON SPECIFICATION

KNOWLEDGE & EXPERIENCE

Required

- Proven record of working successfully at a senior level in education;
- Experience of leading school improvement outside of their own context (in another school);
- An excellent understanding of school leadership, particularly primary phase;
- Deep knowledge of leadership in a church school;
- Proven record of leading teams of education professionals;
- Proven record of effective partnership working;
- A working knowledge of the statutory duties of church school leaders.

Desirable

- Recently headteacher of an effective church primary school;
- Experience of developing senior and middle leaders;
- Experience of carrying out statutory inspection of schools, either through SIAMS or Ofsted;
- Experience of leadership or governance in both maintained and academy sectors.

SKILLS

Required

- Ability to think strategically and see the “big picture”;
- Ability to build effective partnerships across a range of providers;

- Strong influencing and negotiating skills;
- Outstanding communication and interpersonal skills;
- Ability to “hold the line” even when partners are resisting “the line”;
- IT literacy competence;
- A current and valid driving license with access to a car (the role will require extensive travel across Cornwall).

Desirable

- Creativity, and the ability to come at challenging scenarios from a new perspective;
- Ability to speak “church” to parishes, and “education” to schools.

PERSONAL QUALITIES

Required

- An enthusiasm for promoting the Church of England Vision for Education;
- Able to articulate how belief informs an approach to Christian leadership;
- A passion for education;
- Enthusiasm for church schools and their place in the wider education community;
- Humour and humility, demonstrating love in behaviours and relationships;
- Honesty and integrity.

Desirable

- Willingness to describe a journey of faith;
- Capacity to work effectively in an open-plan office.



PARTNERSHIPS

Achieving the best in this role will need the Director for Schools to work in strong and effective partnerships; she or he will be shaping our work, will be making key professional decisions, and making a difference to children and young people across Cornwall. Among the partnerships that we know about already are:

COLLEAGUES AT CHURCH HOUSE

(One of the smallest diocesan schools teams).

■ **Simon Cade, the Diocesan Director of Education and Discipleship.** In most dioceses, the DDE is a headteacher; Simon came to this role from parish ministry and with significant governance experience. Simon relies on the Director for Schools to lead the school-facing work and make it their own, to take the core professional decisions needed to support schools and school leaders, and to be accountable to the Board of Education and our academies umbrella company, Askel Veur. There will be space for the Director for Schools to really lead; Simon's role will be to keep seeing the bigger picture, to hold the Director for Schools to account, and to do much of the diocese-facing and national networking parts of the work.

■ **Bex Couch,** our Governance Development Officer. Bex is recognised as the leading governance officer in Cornwall, formerly the governance lead for Cornwall Council she leads a small team (consultants) to support, train, develop and renew governance not just in church schools, but also across the diocese.

■ **Rebecca Evans** works with us from the Parish Support team, focussing on developing parish-school links.

■ **Deborah Stainer** is a former teacher and supports our admin, as well as helping us in the early stages of framing an RE strategy.

SCHOOL LEADERS

■ The senior leaders of 44 church schools, each with various governance and organisational arrangements. Work will include "quality assurance," looking at arrangements for school improvement; coaching or mentoring; taking a view on the effectiveness of a school to advise the Board of Education on future arrangements; and typically working together to achieve shared aims with professional respect and trust.

■ MAT leaders, including small church-led trusts, and large county-wide community-led trusts, and everything in between.

■ Leaders of Teaching Schools, increasingly the brokers and providers of school improvement capacity.

STATUTORY PARTNERS

■ Ofsted inspectors will typically consult the Director for Schools during the inspection of church schools.

■ RSC and DfE officers to discuss performance and other issues in church schools.

■ LA officers, not just for the few remaining maintained schools but also in their other statutory functions.

TERMS & CONDITIONS OF EMPLOYMENT

The employer is “Truro Diocesan Board of Finance” Ltd.

SALARY

Salary is by negotiation depending on current experience and role, but we expect to be competitive up to the equivalent of L25 (£71,119) under current teacher pay arrangements.

FULL TIME

This is a full time senior role and as such the Director for Schools is expected to work as required to fulfil the requirements of the role, including evenings and some weekends. We do not expect or encourage staff to work excessive hours and will look to the Director for Schools to model a sustainable workload as an example to other professional leaders.

PENSION

The Truro Diocesan Board of Finance offers membership

of the Church Workers Pension Fund. The employer contribution ranges between 9 – 15% depending on the level of employee contribution.

ANNUAL LEAVE

Annual leave entitlement is 25 days plus 8 days Bank Holiday.

PROBATION

The probation period is six months.

START DATE

The anticipated start date is September 2019.

SAFER RECRUITMENT

The Church of England is committed to the safeguarding and protection of all children, young people and adults, and the care and nurture of them within our church communities.

We will carefully select, train and support all those with any responsibility within the church in line with safer recruitment principles.

The Director for Schools is expected to adhere to the Diocese of Truro’s Safeguarding policy and procedure as well as any other related laws and to do all that

is reasonable to promote care and safety in the fulfilment of the role and in daily working life for all who may be vulnerable. This includes a responsibility to remain up to date with your own safeguarding training at the level appropriate to the role.

REFERENCES

Two references are required.

Two references are required, one of which should be from your current or most recent line manager and the other from someone who can comment on the “personal qualities” referred to under the person specification.

We will not approach referees unless you are offered the post, but appointment will be subject to references.

APPOINTMENT PROCESS

The deadline for applications is February 21, 2019 at 5pm.

Applications should be submitted to
kate.cortez@truro.anglican.org.

Only applications on the form provided, accompanied by the Diversity and Inclusion Monitoring Form, Disclosure of Convictions Form and Safeguarding Disclosure will be accepted. You may append a covering letter of no more than two pages of A4 with your application.

Shortlisting will take place on **Monday, February 25, 2019.**

If invited to interview you can expect the following itinerary:

Monday, March 4, 2019 – School based assessment activities (all day)

Tuesday, March 5, 2019 – Interview (1 hour)

We will assist with the cost of travel and accommodation (1 night) for those who attend interview.

GET IN CONTACT

T 01872 274351
E info@truro.anglican.org
www.trurodiocese.org.uk

Church House, Woodlands Court,
Truro Business Park, Threemilestone,
Truro, TR4 9NH