
Job title	Principal Area Lead – North and West
Service	School Improvement and Skills and Employability Service
Salary	KR15
Reporting to	Head of School Improvement and Skills and Employability Service

Job purpose:

This role is to lead the work of The Education People in the designated area or field, in carrying out all its responsibilities for school improvement/skills and employability in Secondary and Special schools, Pupil Referral Units, Colleges and other post 16 providers. The Principal Area Advisor will have line management responsibility for the area team.

The post holder is key to coordinating the service delivery within their area/field, ensuring the right balance of support, challenge and intervention. The post holder will manage relationships, work in partnership with leaders of schools, PRUs, post 16 colleges and providers and other Education People services, to meet the performance indicators set out by the Kent County Council.

Leads are linked to KAH Boards, providing the main point of contact for Secondary and Special schools, PRUs, colleges and providers, and acting as a strategic link with The Education People, Kent County Council, and Teaching Schools.

Please note: This job description is provided to assist the job holder to know what his/her main duties are. It may be amended from time to time without change to the level of responsibility appropriate to the grade of post.

Annex A: Main accountabilities:

1. Raise the standards of pupil achievement and improve the quality and performance of Kent Secondary and Special schools and PRUs, to good or better, in line with agreed targets.
2. Secure the effective implementation of strategies and plans, providing effective leadership and support, ensuring matters relating to standards, performance, service development and inclusion are fully integrated into the planning cycle and delivery to schools.
3. Support the development and lead on the implementation of innovative approaches to the work with schools, other providers and partner agencies to ensure issues relating to standards for 11 – 19 year olds and improvement are fully delivered.
4. Provide advice, information, written and verbal reports as requested, on all aspects of skills and employability, standards and school improvement within their area/field, both formal and informal.
5. Ensure there is regular analysis and use of data to inform the work of the area team.
6. Ensure there is effective use of the local authority's statutory powers of intervention.
7. Work with The Education People and Kent County Council Officers and the Kent Association of Headteachers (KAH) to ensure a consistent and effective approach to support and challenge for schools, by working with Area Boards to ensure there is effective brokering of school to school support.
8. Lead on the implementation of the participation and apprenticeship strategy, within your area/field.
9. Maintain effective relationships, collaborations and networks with all providers in the area/field including maintained schools, academies, FE Colleges, Universities and Work Based training providers to improve the quality of skills and employability programmes.

Annex B: Person specification: Principal Area Lead

The following outlines the minimum criteria for this post. Applicants who have a disability and who meet the minimum criteria will be shortlisted. Applicants should describe in their application how they meet these criteria.

	MINIMUM
Qualifications	<ul style="list-style-type: none"> • Degree in Education and skills, and or management or equivalent • Post graduate qualification in Education or Skills and/or management
Experience	<ul style="list-style-type: none"> • Substantial experience of working strategically in Education, learning or training organisations • Ofsted experience preferable • Experience of developing quality assurance systems • Experience of stakeholder involvement and establishing effective partnerships • Interpreting data and producing high quality reports
Skills and abilities	<ul style="list-style-type: none"> • Ability to work in a complex political environment and respond appropriately and use own judgement • Effective communication skills both written and oral to a wide range of audiences • Ability to work under pressure and prioritise • Analytical skills
Knowledge	<ul style="list-style-type: none"> • Substantial knowledge of the education and training field • Thorough understanding of current educational, learning and skills reforms • Knowledge of working with a wide range of external organisations at a strategic level and direct influence of the decision making process
Personal qualities	<ul style="list-style-type: none"> • Can do approach and coaching others • Self confidence • Team player • Pro active • Creative thinking

Annex C: Company values and expectations:

At The Education People we are guided by our shared values:

- **Moral Purpose:** We are driven by our shared moral purpose to do all that we can, both directly and indirectly, to improve educational outcomes and life chances.
- **People First:** We are committed to always putting people first: our staff, clients and partners, and above all, the people we serve.
- **Stronger Together:** We believe in the power of partnership and collaboration, understanding that the very best outcomes are delivered only when we embrace challenge and work together – with each other, our clients and partners.
- **Excellence:** We strive to excel in the delivery of high quality services that produce lasting outcomes: balancing pace, precision, practicality and cost.
- **Spirit of Innovation:** We have a restless curiosity; we embrace every opportunity to learn, to challenge the status quo, and to seek to set new standards for outcomes and delivery.
- **Integrity:** We expect the highest standards of professionalism and integrity of ourselves and others, acting at all times within the ethical framework of our values.