

Candidate Information Pack:

Director of Schools

Welcome to the L.E.A.D. Academy Trust	02
L.E.A.D. Academy Trust	03
Job Profile	04
Person Specification	07
How to Apply	08



L.E.A.D. Academy Trust
Lead • Empower • Achieve • Drive

Welcome to L.E.A.D. Academy Trust

Dear Applicant,

Thank you for your interest in the post of Director of Schools at L.E.A.D. Academy Trust.

The Trust was established in October 2011 with a vision that through outstanding leadership we will provide the highest quality education to enable every pupil to realise their full potential. All stakeholders at L.E.A.D. passionately believe in the power of partnership working as a catalyst for ensuring more children receive an exceptional education. Today the Trust currently consists of twenty five schools with further schools expected to join in the future.

The acronym L.E.A.D. embodies the four core principles at the heart of the Trust: strong **leadership** at every level; **empowering** every child to aim high; giving every child the opportunity to **achieve** and constantly **driving** for improvement.

We are now seeking to appoint a Headteacher who will lead the strategic development of the Witham St Hughs Academy and will be an outstanding role model for all.


The closing date for applications is **Monday 23rd September at 9am**. Please visit <https://www.leadacademytrust.co.uk/vacancies> to apply.

Further information regarding the L.E.A.D. Academy Trust can be found at: www.leadacademytrust.co.uk.

We look forward to receiving your application.

Your faithfully,

Diana Owen CBE
Chief Executive



"The L.E.A.D. Academy Trust is one of the strongest sponsors operating in the East Midlands, with a track record of successfully improving underperforming school..."

Department for Education, 2015
(Leicester Mercury)



L.E.A.D. Academy Trust

L.E.A.D. Academy Trust comprises of twenty five academies across Nottingham, Leicester, Derby, Lincoln and Sheffield. Our philosophy is to; lead, empower, achieve and drive.

At the heart of our Trust is the development of outstanding leaders. We empower individuals in our schools to provide the highest quality education, enabling every pupil to realise their full potential. We have also been recognised by Ofsted as a leading academy sponsor, securing rapid and sustainable improvement through the research and application of best practice across operational areas.

The combination of autonomy and collaboration across key areas of leadership and management underpinned by shared vision, values and best practice positions L.E.A.D. as a truly unique Academy Trust.

To view our 'L.E.A.D. Family Brochure' please visit:

www.leadacademytrust.co.uk

To see the wonderful achievements, proud moments and diverse events happening across our Trust please follow our twitter account:

@LEADAcadTrust



Job Profile

Role:	Director of Schools
Responsible for:	Allocated Academies in L.E.A.D. Academy Trust
Responsible to:	Director of MAT
Purpose of Role:	To lead school improvement across a number of academies

The Director of Schools will lead on agreed parameters of transformational change in academies identified for improvement. The role is responsible for supporting and developing the leadership capacity of allocated schools to ensure ongoing improvement.

At L.E.A.D we have a strong vision and four core principles, to lead, empower, achieve and drive, that you will be expected to demonstrate in your working practices.

1.	<p><u>Applied Knowledge and Expertise</u></p> <ul style="list-style-type: none"> • Applies extensive experience in the leadership of schools to school improvement planning, due diligence, intervention in schools facing challenging circumstances and the development of educational leadership teams. • Uses significant experience in preparing schools for Ofsted Inspections, as well as detailed knowledge of the inspection framework and practices, to improve the standards in schools that it is responsible for. • Utilises in-depth knowledge and experience of working in the educational sector, and proven track record in school improvement, to support the design of intervention strategies to improve academic standards and outcomes. • Applies experience in change management and leadership training to target improved performance. • Applies knowledge of educational assessments to support the delivery of pupil assessment and achievement initiatives and programmes. • Proactively generates focused improvement plans, modelling this approach with academy leaders as appropriate.
2.	<p><u>Decision Making and Problem Solving</u></p> <ul style="list-style-type: none"> • Monitors adherence to agreed educational standards and structures within allocated academies, advising on and escalating any issues to the Director of Schools. • Works with the schools' senior teams to monitor and evaluate the academic performance, leadership and management of the academies for which they are responsible.



	<ul style="list-style-type: none">• Supports and works towards the aim that all academies maintain at least a 'good rating', with the goal of eventually becoming 'outstanding'.• Drives and supports transformational change in those academies which have been identified as 'causing concern'.• Works alongside school senior leadership teams in the transformational change of allocated academies, up-skilling core staff through advising/mentoring/coaching to build internal leadership capacity.• Oversees and supports the work of head teachers and other senior leaders in their allocated academies.• With the head teachers and other senior leaders, ensures that the curriculum is broad, balanced and effective, within Trust parameters, while ensuring local flexibility.• Supports academy to academy collaboration by working with the Director of Schools to improve academic achievement.• Works to develop and promote the Trust's vision, priorities and strategies for achievement and long term success through operational objectives which are understood by all relevant parties.• Reports regularly on academy improvement to the Director of Schools.
3.	<p><u>Resource Management</u></p> <ul style="list-style-type: none">• Advises on the effective management of the budget ensuring resources are targeted to key interventions.• Ensures that all resources available to the academies that they are supporting are used in ways which are for the promotion and achievement of the schools' priorities, values and objectives.• Works with other senior colleagues to prioritise resource allocation and maximise value for money in the academies they are supporting.• Works closely with the head teachers of their allocated academies to oversee the staffing resource.
4.	<p><u>People Leadership/Development</u></p> <ul style="list-style-type: none">• Drives to create a culture of high expectations, supporting senior leadership teams to improve standards across all departments.• Ensures that the senior teams of the academies which they oversee are supported through significant transformational change projects.• Advises on the appropriate teaching and leadership training for the senior team within their allocated academies, to develop their practices in line with L.E.A.D's vision and principles.• Works with their academies' senior teams to recruit staff of the highest quality.• Creates a climate where senior leaders are empowered to achieve success through appropriate delegation of responsibility and accountability in a supportive environment.

	<ul style="list-style-type: none"> • Develops talented and motivated senior leadership teams to drive the schools forward. • Promotes a positive culture in the academies that they support and adopts behaviours that exemplify the Trust's values. • Provides input to the process of setting targets and development programmes for head teachers. • Builds own leadership capacity and takes responsibility for own professional development by actively engaging with and seeking out areas for improvement. • Works with and liaises effectively with the Director of Schools to identify broader areas of improvement and identify opportunities for progression.
5.	<p><u>Influencing and Managing Relationships</u></p> <ul style="list-style-type: none"> • Nurtures robust, open and effective relationships with all parties across the Trust. • Fosters a culture of collaboration by actively participating in networks and exploring opportunities for academies to engage with, and work with other academies in the interest of school improvement. • Supports the partnership and networking of senior leaders to share and promote best practice and to support each other with challenges. • Creates effective working relationships with the senior management team of each academy which they are supporting. • Develops an effective working relationship with the Chief Executive, Director of MAT and the schools' senior teams in order to drive agreed changes smoothly and efficiently. • Works closely with L.E.A.D academies locally and nationally. • Works with other members of the leadership team to promote L.E.A.D schools as the schools of choice in the local community. • Manages and influences relationships within the staff teams of their allocated schools, as needed, to achieve staff cohesion and effective team functioning. • Manages and influences relationships with governors and other key stakeholders, as appropriate for the academies which they oversee.



Director of Schools Person Specification

This person specification lists the competencies expected of an experienced/fully trained Director of Schools.

The two right hand columns provide guidance for the appointment of new Director of Schools. (E= Essential criteria, D=Desirable criteria).

1	Skills, knowledge and aptitudes	The L.E.A.D. Director of Schools should be able to provide evidence of the following:	E	D
		• Sound knowledge of educational policy developments and implication for in-school practices	E	
		• Detailed knowledge of effective school improvement practices	E	
		• Extensive knowledge of effective intervention strategies to impact on school standards	E	
		• Broad experience of analysing education data (ASP etc.) to inform successful education delivery	E	
		• Extensive knowledge of curriculum development, implementation, evaluation and effective assessment techniques	E	
		• Producing reports which strategically review and evaluate resources and performance	E	
		• Being skilled in using a range of techniques to ensure effective collaboration across schools / academies	E	
2	Qualifications and Training	The L.E.A.D. Director of Schools should have:		
		• Degree level education with QTS	E	
		• Relevant postgraduate qualifications	E	
		• Evidence of a commitment to ongoing learning and continuous professional development	E	
3	Experience	The L.E.A.D. Director of Schools should be able to produce evidence of:		
		• Being a successful primary phase Headteacher/Principal with sustained impact	E	
		• At least good impact in a school to school capacity	E	
		• Preparing schools for Ofsted and improving schools in their Ofsted rating	E	
		• Managing and leading complex changes across a school or group of schools		D
		• Evaluating the performance of the leadership and management of a school / academy	E	
		• Working collaboratively across a group of schools with impact on outcomes for children evidenced as a result of this work	E	
		• Overseeing and advising on budget management	E	

		<ul style="list-style-type: none"> Developing and motivating senior leaders to achieve success 	E	
4	Personal Attributes	The L.E.A.D. Director of Schools should:		
		<ul style="list-style-type: none"> Have high expectations for themselves and the people they work with 	E	
		<ul style="list-style-type: none"> Be committed to providing a high quality service to the academies 	E	
		<ul style="list-style-type: none"> Be adaptive and responsive to change 	E	
		<ul style="list-style-type: none"> Possess excellent written and oral communication skills 	E	
		<ul style="list-style-type: none"> Have high level interpersonal skills with the ability to inspire and motivate others 	E	
		<ul style="list-style-type: none"> Be creative in their approach to problem solving 	E	
		<ul style="list-style-type: none"> Be able to influence effectively at all levels of an organisation 	E	
		<ul style="list-style-type: none"> Be able to demonstrate high levels of personal organisation 	E	
		<ul style="list-style-type: none"> Be an excellent team player 	E	
5	Special Requirements	The L.E.A.D. Director of Schools should:		
		<ul style="list-style-type: none"> Be committed to L.E.A.D. Academy Trust's vision and principles 	E	
		<ul style="list-style-type: none"> Where appropriate be able to work at times convenient to other stakeholders, including evening meetings 	E	
		<ul style="list-style-type: none"> Be able to travel across the academies in the Academy Trust 	E	

Please visit <https://www.leadacademytrust.co.uk/vacancies> to apply.

Closing Date: Monday 23rd September 2019 at 9am

Interviews will be held the later part of W/C 23rd September (26th/27th)

The L.E.A.D. Academy Trust is committed to safeguarding and promoting the welfare of children and young people and we can expect all staff and volunteers to share this commitment. This post is subject to an enhanced DBS check.



L.E.A.D. Academy Trust
Lead • Empower • Achieve • Drive

L.E.A.D. Academy Trust
5a The Ropewalk
Nottingham
NG1 5DU

Email: admin@leadacademytrust.co.uk

Telephone: 0115 822 5440