



## **CHIEF EXECUTIVE OF TOWER HAMLETS EDUCATION PARTNERSHIP**

**Accountable to:** THE Partnership Board of Directors

**Responsible for:** Executive Leadership of THE Partnership

**Location:** Rich Mix, 35-47 Bethnal Green Road, London, E1 6LA

### **JOB PURPOSE**

1. To be responsible and accountable for the executive leadership of Tower Hamlets Education Partnership, continuing the Tower Hamlets' educational transformation journey through a schools-led approach to improve and raise standards.
2. To manage THE Partnership in a way that ensures that delivery, operational practice and financial performance are efficient and highly effective.
3. To continue to grow THE Partnership into an ever more dynamic, innovative and sustainable charity supported by our member schools.
4. To ensure that THE Partnership is able to evidence and demonstrate the impact of its work on the education and outcomes of children and young people in Tower Hamlets.

### **KEY RESPONSIBILITIES**

#### **Development and delivery of strategic vision**

- Understand and communicate the context within which THE Partnership operates to drive change.
- Work with the Board, Advisory Council and education community to lead the design and implementation of THE Partnership's strategy, ensuring that its aims and objectives are clear and focused on improving outcomes.
- Be creative in identifying growth opportunities for THE Partnership.
- Work flexibly with member schools to develop innovative practice.
- Ensure that appropriate resources and operational systems are in place to turn strategy into reality.
- Develop the annual business plan and budget with the Board to deliver the strategy.
- Ensure open communication with the Board on financial and organisational performance against agreed key performance indicators.



### **Stakeholder Engagement**

- Maintain and develop strong relationships with THE Partnership's existing and potential members.
- Work to ensure that the links with the London Borough of Tower Hamlets are healthy and strong, engaging with the relevant teams within the LA and with the LA's wider community agenda, for the benefit of children and young people.
- Act as an ambassador for the organisation, demonstrating high levels of credibility.
- Lead an advocacy and lobbying strategy that further raises the organisation's profile with key stakeholders and communicates key organisational messages.
- Establish new and strengthen existing relationships that build organisational voice and reputation.
- Maintain and build a network of contacts to ensure THE Partnership remains informed of developments and is able to maximise opportunities.

### **Finance, risk management and income generation**

- Maintain robust financial controls, risk management systems and sound administrative processes.
- Lead the audit process and provide regular financial reports to the Board.
- Produce the annual budget for Board approval and update with regular forecasts.
- Work with the Board to identify, manage and mitigate risks to the organisation ensuring these are regularly reviewed.
- Develop and grow the organisation's income generation capacity.
- Identify and procure diverse sources of income.

### **Leadership and management of THE Partnership**

- Provide exceptional leadership, which motivates individuals and schools to achieve.
- Provide line management of staff as necessary.
- Commission work on behalf of THE Partnership as appropriate, and manage commissioned contracts to ensure high-quality value-for-money services.
- Lead a culture of performance management within the organisation with challenging targets.
- Ensure that exceptional organisational and individual performance is rewarded and that staff feel valued.
- Plan and monitor resources to improve services and respond to new business opportunities.



## **THE PERSON**

### **Experience**

- Experience of senior leadership in a school or group of schools or an organisation shaped by public policy.
- Experience of working with teachers and staff in schools.
- Experience of identifying and building partnerships with external stakeholders.
- Experience of strategic planning/business planning and using performance management frameworks.
- Experience of financial management in a large organisation.
- Proven track record of high performance and success.

### **Knowledge, Skills and Abilities**

- Knowledge and understanding of the national and local education context and THE Partnership's role within it.
- Understanding of a school-led system of improvement and its potential for transformation.
- Strong knowledge and understanding of the processes and practice of teaching and learning.
- Exceptional personal credibility to act as an ambassador for the organisation.
- Excellent political awareness with sound judgement.
- Ability to work collaboratively with a wide range of people and organisations.
- Strong strategic and inspirational leadership abilities.
- Ability to drive and influence change while taking people with you.
- High level planning, analytical and evaluative skills.
- Strong commercial acumen and an entrepreneurial approach.
- Ability to negotiate complex issues and secure buy-in at all levels.
- Outstanding communicator, including presentation skills and public speaking.

### **Personal Qualities and Attitudes**

- Passionate about making a difference to young people's lives.
- High energy levels, resilience and tenacity.
- Creative, innovative and confident to lead business development and growth.
- Commitment to promoting equality, diversity and inclusion.



THE Partnership values diversity in all its facets, including gender, disability, age, ethnicity, sexual orientation and identity. In addition, THE Partnership would consider applications from candidates who would like to work flexibly (including to accommodate another role or as part of a job share arrangement).