



Job Description & Person Specification

Trust Assistant Director of SEND



Trust Assistant Director of SEND

Salary: Teachers Pay Scale plus TLR (dependent on experience)

Location: All Trust Schools

Purpose of the post:

- To work alongside the Trust Director of SEND to lead on SEND provision across the Laurus Trust
- To ensure that all SEND practices across the Trust are outstanding.

Vision: The Laurus Vision is for everyone regardless of background or circumstance to be inspired, to thrive in all environments, to recognise what it takes to succeed, to set aspirational goals and work hard to achieve them.

Responsibilities Specific to the Post

- To work alongside the Trust Director of SEND to provide a clear vision for the provision of SEND across all Trust schools
- To establish links between improvements in teaching and learning and high standards in SEND
- To use quality assurance mechanisms to identify strengths and weaknesses in performance across the Trust
- To provide professional development in relation to SEND to staff across the Trust
- To be involved in Research and Development projects related to SEND
- Advise colleagues to ensure that learning for all students is given equal priority
- Advise departments and leadership teams in matters related to SEND
- To work with Senior colleagues on the set up and opening of the Laurus Alternative Provision Free School
- To work with students with SEND and their families to ensure that their needs are met
- Chair meetings and coordinate the contribution of external agencies where necessary
- Monitor the progress of students with SEND across the Trust to ensure that intervention is targeted effectively
- Oversee the effective implementation of key intervention programmes across the Trust
- To advise on matters relating to staffing and resources to ensure SEND provision remains effective
- Line manage SEND professionals across the Trust and contribute towards their professional development

As a leader in the Laurus Trust you will:

- show unswerving commitment to the shared vision and values
badge on shirt
- demonstrate impeccable standards of competency within areas of expertise.
- focus on learning
- have a sense of urgency for sustainable results
does whatever it takes
- challenge the status quo
eye on the horizon

- strive for autonomy whilst securing accountability
develops agency in others
- focus on team over self
demonstrates self-sacrificial leadership
- commit to continuous improvement for self and others
recognises that better is possible
- build trust through clear communication and expectations
develops commitment to the vision in others

As your sphere of influence grows, so grows your responsibility for stewardship of these guiding principles and qualities.

Person Specification

Attributes	Essential	Desirable	How identified
RELEVANT EXPERIENCE	<ul style="list-style-type: none"> Proven excellence as a classroom teacher A proven record of involvement in whole school SEND issues Significant experience of successful leadership and management of others A record of implementing change programmes to raise standards relating to student progress Commitment to developing high quality teaching and learning Commitment to inclusive education and equality of opportunity for all Ability to manage change and to judge when there is need for change 	<ul style="list-style-type: none"> Work with other schools/colleges on SEND issues Experience of working in collaboration with external agencies 	<ul style="list-style-type: none"> Application Form/ Interview
EDUCATION AND TRAINING	<ul style="list-style-type: none"> Qualified teacher status In possession of a good honours Degree or equivalent 	<ul style="list-style-type: none"> Appropriate SEND qualification Evidence of further professional study, e.g. NPQML/SL 	<ul style="list-style-type: none"> Application Form/ Interview/ Qualification certificates
SPECIAL KNOWLEDGE AND SKILLS	<ul style="list-style-type: none"> High order interpersonal and communication skills and ability to relate to a wide cross section of people Ability to work under pressure and prioritise effectively Good presentation skills Excellent ICT skills Personal impact and presence 	<ul style="list-style-type: none"> Experience of chairing multi agency meetings such as TAC/ Annual reviews etc Understanding of current pedagogical research 	<ul style="list-style-type: none"> Application Form/ Interview
ANY ADDITIONAL FACTORS	<ul style="list-style-type: none"> Evidence of commitment to your own professional development 		<ul style="list-style-type: none"> Application Form/ Interview

October 2019

The Trust is committed to safeguarding and promoting the welfare of children and expects all staff to share this commitment