

Dear Colleague

Director of Operations

Salary Score: PO7 to PO8 (£57,177 to £61,347)
or to be negotiated depending on skills and experience

Thank you for your interest in this newly created post. The school already has a highly effective Director of Finance and Administration who is part of the Senior Leadership Team. We are looking to appoint a Director of Operations, also a member of SLT, to have oversight of all the other school systems which are not about school finance or directly linked to learning and teaching or student behaviour.

I have been Headteacher at TUS for sixteen years, and in that time have seen schools become ever more complex organisations. The demands placed on schools have also increased significantly especially post-Covid. In the judgement of The Governing Body too much of my time and the time of other senior leaders is being taken away from what we do most effectively – the leadership of learning and supporting our children and their teachers. This is the rationale behind this new post.

We are looking to appoint an individual who has experience of leadership within a complex organisation focused on delivering successful outcomes – either within education or a different sector. You will be a systems leader with a human face, a strong sense of ownership and moral integrity who wants to get things done. You will also need to be a highly effective line manager who is able to support, nurture and challenge a range of postholders who deliver essential services in our school – for example our Office Manager, Communications Manager, Exams Officer and Student Services Officer. You will support me in aspects like staff recruitment, the management of concerns and complaints, promoting the school and working with stakeholders and external partners. In short if it is an aspect which happens outside of the classroom you will either be leading this aspect or involved in ensuring its success. You will Chair our School Organisation Group (SORG) which involves a range of Urswick Leaders in planning school events.

Urswick serves a highly disadvantaged student cohort with around 70% eligible for Free School Meals. We overcome many challenges and support our children and their families to overcome barriers to success. We have past students studying at Oxford and Cambridge and Russell Group Universities. We also understand that success looks different for each and every child. We have a strong sense of community and serve a very diverse student cohort – summed up by the statement that we are a Christian school not a school just for Christians.

We were the first secondary school to offer a free lunch to each student every day – and one of the first to ban mobile phones in Years 7 to 11! We have a proud history dating back to 1520, and a school museum which celebrates our history.

Paragon Road, Hackney, London E9 6NR

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www.theurswickschool.co.uk

Executive Headteacher: Richard Brown B.Ed (Hons) NPQH

Deputy Headteacher: Martha Braggins

Deputy Headteacher: Vanessa Moise

believe and achieve

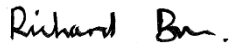


Working at Urswick is exciting and rewarding but comes with challenges associated with our context. If you would like to join us and have a capacity for hard work and the required skills and experience please apply for this post.

For a confidential discussion about this role please email admin@theurswickschool.co.uk and leave a contact number. Tours of the school are by prior appointment and can take place on Monday 29th April at 5pm or Thursday 2nd May at 9am.

I look forward to meeting you.

Yours sincerely,

A handwritten signature in black ink that reads "Richard Brown". The signature is written in a cursive style with a small flourish at the end.

Richard Brown, Executive Head