

Candidate Information Pack:

Director of Schools (Secondary)

Required for September 2021.

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L.E.A.D. Academy Trust

Lead • Empower • Achieve • Drive



Welcome from the CEO

Dear Applicant,

Thank you for your interest in the post of Director of Schools (Secondary) at L.E.A.D. Academy Trust. This is a wonderful opportunity to join a team at a time of growth and change. You will be an integral part of the extended leadership team, developing potential new ways of working for the continued success of our academies.

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 passionately believe in the power of partnership working as a catalyst to ensure more children receive an exceptional education. Today the Trust currently consists of 25 academies across eight local authorities.

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.

As part of L.E.A.D. Academy Trust's planned development phase, we now seek a dynamic and inspirational Director of Schools to drive school improvement and quality assurance in our Secondary academies. Reporting to the Deputy Chief Executive and working collaboratively with a committed Executive Team, the appointee will play a critical role in providing support, advice and guidance that enable our academies to succeed.

The successful candidate will be an outstanding leader with proven experience of accelerating progress and raising standards. S/he will be able to communicate a clear vision for school improvement as well as inspire and lead others in complex change across schools.

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 schools..."

Department for Education, 2015
(Leicester Mercury)

L.E.A.D. Academy Trust

L.E.A.D. Academy Trust comprises of 25 academies, 22 Primary and 3 Secondary, across Nottingham and Nottinghamshire, Leicester, Derby and Derbyshire, Lincoln, Leicestershire, 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 academies to provide the highest quality education, enabling every pupil to realise their full potential. 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 see the wonderful achievements, proud moments and diverse events happening across our Trust please follow our twitter account:

@LEADAcadTrust





Director of Schools in L.E.A.D.

The overarching aim of the Trust is to create self-sustaining, self-improving schools aligned to the Trust's core principles and values. To achieve this, the Trust supports school improvement by:

- Establishing an effective school improvement team;
- Ensuring funding is effectively allocated;
- Providing a core offer for all Trust academies;
- Providing additional support to individual academies where necessary;
- Standardisation of appropriate processes and systems.

The Directors of Schools play an integral part in the monitoring of the Trust School Improvement Model by securing effective school leadership, and outcomes, through targeted quality assurance and high-quality professional development. The Director of Schools (Secondary) will oversee the three secondary academies in the group as well as contribute and lead on other whole organisational projects/areas. The Director of Schools will be responsible for supporting and developing the leadership capacity of the academies in order to ensure ongoing improvement.

Our Secondary academies are at an important phase of their school improvement journeys, with many areas successfully developing. The Director of Schools, working closely with the Secondary headteachers and their leadership teams, will facilitate and enhance the opportunities for the academies to continue to thrive. As part of their work, the successful

candidate will be able to demonstrate astute understanding of school performance as part of the quality assurance of each academy, with this information used to inform school improvement priorities. This will enable the Director of Schools to support, challenge and contribute towards school improvement strategies in each of the Trust's three secondary academies, as well as ensuring a collaborative approach to secondary policy development. A proven track record in improving schools is essential.

The Director of Schools role reports to the Deputy Chief Executive (Education) and works closely with colleagues in the extended leadership team, including the Director of L.E.A.D. Teaching School Hub and the other Directors of Schools. The role will also support the Deputy Chief Executive with the development of the strategic priorities for the organisation.

This post is therefore an interesting opportunity for a highly motivated and creative individual who is keen to play a critical role in providing support, advice and guidance that will enable our academies to succeed as well as ensuring the consistent delivery of L.E.A.D.'s principles and values.



Job Description

Key responsibilities and accountabilities

Strategic leadership and standards

- Support school improvement planning and the design of intervention strategies to improve academic standards and outcomes, working towards the aim that all academies maintain at least a 'good rating' with the goal of eventually becoming 'outstanding'.
- Work with Heads and other senior leaders to ensure the curriculum is broad, balanced and effective, within Trust parameters, while ensuring local flexibility.
- Develop further academy to academy collaboration.
- Contribute to the development and promote the Trust's vision, priorities and strategies for achievement and long term success through operational objectives which are understood by all stakeholders.

Staff leadership and development

- Drive a culture of high expectations across all academies by supporting the development of the senior leadership teams.
- Work alongside academy leaders to support the up-skilling of core staff through advising/mentoring/coaching to build internal leadership capacity.
- Create a climate where senior leaders are empowered to achieve success through appropriate delegation of responsibility and accountability in a supportive environment.
- Work with senior leadership teams to recruit staff of the highest quality.



Operational management

- Advise academies on the effective management of the budget ensuring resources are targeted to key interventions.
- Ensure that all resources available to the academies are used in ways which are for the promotion and achievement of the schools' priorities, values and objectives.
- Work with senior Trust colleagues to prioritise resource allocation and maximise value for money in the academies.
- Work closely with Heads to oversee staffing resource.

Stakeholder management

- Nurture robust, open and effective relationships with all stakeholders across the Trust.
- Foster 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.
- Support the partnership and networking of senior leaders to share and promote best practice, and to support each other with challenges.
- Work with other members of the leadership team to promote L.E.A.D academies as the schools of choice in the local community.
- Manage and influence relationships with governors and other key stakeholders.



Person Specification

The Director of Schools will be a highly successful and experienced Secondary Headteacher, Executive Headteacher or Regional Director, with the skills and knowledge to contribute to the development of a growing and highly successful organisation.

The successful candidate will possess the following experience, skills, knowledge and personal attributes:

Qualifications

- Degree level education with QTS.
- Evidence of a commitment to ongoing learning and continuous professional development.

Experience

- Demonstrable track record of raising standards in schools and securing improved Ofsted ratings.
- Preparing schools for successful Ofsted inspections and taking a school or group of schools to an Ofsted Outstanding judgement.
- Managing and leading complex change across a school or group of schools.
- Leading and motivating Headteachers and other senior leaders to achieve success.
- Broad experience of analysing education data to inform successful education delivery.
- Overseeing and advising on resource management.

Knowledge and skills

- Detailed knowledge of effective school improvement practices that impacts student outcomes.
- Sound knowledge of educational policy developments and implication for in-school practices.
- Extensive knowledge of effective intervention strategies to impact on school standards.
- Extensive knowledge of curriculum development, implementation, evaluation and effective assessment techniques.
- Ability to articulate a clear vision for school improvement.

Personal attributes

- High level interpersonal skills with the ability to inspire and motivate others.
- Excellent written and oral communication skills.
- Able to adapt and respond to change with a creative approach to problem solving.
- Able to work both independently and as a key team member, with a purposeful and collegial style.



Appointment Process – How to Apply

Candidates should submit a CV (including comprehensive details of key achievements and responsibilities) along with a covering letter which fully addresses the competencies outlined in the role description and person specification and outlines their interest in L.E.A.D.

Completed applications should be emailed to Danielle.west@leadacademytrust.co.uk by the closing date of **08:00 GMT on Monday 12th April 2021**.

Candidates will be contacted for initial long list conversations after the closing date. Final shortlisting will take place on Monday 19th April and final interviews will take place on 28th and 29th April 2021.

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

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