

Salary:

L13-L17 on the Leadership Pay Scale

Responsible to:

CEO and Director of Primary Education

Date of Job Description:

April 2022

Purpose of the Role:

As a senior leader within the trust's School Improvement Team you will:

- inspire confidence in those around you;
- work with others to create a shared strategic vision of the primary curriculum;
- take the lead in enhancing standards in the quality of education;
- value enthusiasm and innovation in others;
- have the confidence and ability to make leadership and organisational decisions;
- ensure ambition, equity and entitlement to learning.

Responsible for leading the trust approach to developing and implementing the primary curriculum to support the achievement of our objectives. This role will focus strongly on our primary phase, an aspect of the role will include supporting our secondary phase in a transition curriculum.

Secure sustained development, strong knowledge and understanding of the curriculum to ensure colleagues know how pupils learn, thus enabling our pupils to remove gaps in knowledge.

Working across all our primary academies to support effective leadership, teaching and coaching of colleagues. Model strong and effective practice by continuing to take an active role in teaching as required.

Assuring the quality of curriculum across the trust, through involvement in trust reviews.

Provide professional development programmes to support teachers to improve their planning, delivery and assessment of pupils. Lead appropriate quality improvements groups to support collaboration across schools.

Support secondary based subject directors to enhance their expertise and understanding of the primary curriculum.

Responsible for line managing central staff recruited to support the delivery of school improvement, as appropriate.

Main Tasks and Responsibilities

- To undertake the full range of duties and responsibilities in accordance with the relevant Teachers' Standards and School Teachers Pay and Conditions Document.
- Maintain personal expertise and act as a role model for excellent classroom practice, modelling effective strategies and sharing/coaching other teachers.
- To ensure effective leadership by supporting the team of curriculum leads within each primary school, building a cohesive, united and mutually supportive team of impactful and committed professionals who work collaboratively across the trust. To provide leaders with advice and support in self-evaluation and improvement to develop the quality of education across the Trust.
- Run appropriate Quality Improvement Groups (QIGs) for subject leaders; developing policy and sharing strong practice.
- To support the development and quality assurance of moderation across the Trust.
- To be able where necessary to undertake some teaching across academies within the Trust. The significant majority of the role will be the improvement and coaching of colleagues, retaining an aspect of teaching is to support ongoing understanding of context, practice and building and maintaining relationships.
- To determine clear objectives for curriculum development across the primary phase.
- To provide dynamic advice and support to improve assessment; ensuring the information gained is used to inform future planning and addresses gaps in knowledge that are identified.
- Ensure school leaders are knowledgeable and able to articulate clearly their curriculum rationale, how the curriculum is effectively delivered, sequenced and impact measures are accurate.
- Lead on development of and delivery for high quality Trust wide development programmes.
- Monitor and evaluate the quality of education, identifying areas for improvement and acting to support improvement without delay. Support and challenge the quality of teaching across the primary phase including the development of curriculum and subject leaders.
- To support and contribute to effective KS2-3 transition arrangements with other directors of subject.
- As required, to carry out whole school reviews to identify areas of strength and areas for improvement.

- To report to the FCAT Senior Leadership Team in all related aspects of the Trust Improvement Plan, including progress towards objectives and the impact and evaluation of primary curriculum improvement.
- Preparing and writing reports for senior leaders including Headteachers, Executive Headteachers, Director of Primary and Director of Education etc.
- To design and deliver impactful training to colleagues which supports improvement in the primary curriculum, teaching, learning and outcomes.
- To support events to promote the curriculum.
- To maintain personal expertise and liaise externally to network to share and develop best practice.
- To ensure ambition for SEND pupils is fundamental to curriculum design.
- If required, to line manage central staff recruited to support the delivery of school improvement. This includes the effective deployment of staff in response to operational requirements, regular monitoring of the work of team members, providing recognition of hard work, effort and good performance; as well as honest and constructive feedback to support continuous development. This also includes line management of the team in accordance with HR Policies and Procedures e.g. attendance management, appraisal and performance management etc.
- To act in accordance with FCAT's Policies and Procedures.
- To act as a role model of the trust's values and non-negotiables and to encourage and promote non-discriminatory behaviour and ensure equality and diversity is sustained within FCAT and our academies.
- To ensure compliance with the General Data Protection Regulations and maintain confidentiality in your working practices each day.
- To adhere to FCAT's Safeguarding Policy and Procedures to ensure that the duty of care for all staff, including yourself to protect children and young people is maintained.
- To encourage staff and pupils by personal example.
- To work in support of the Team FCAT Work and Wellbeing Charter.
- Any other tasks and responsibilities reasonably appropriate to this post and grade.
- To recognise that as part of the trust's School Improvement Team, you may be specifically required to work more regularly and closely with particular schools as highlighted in the School Improvement Team plan.
- To ensure compliance with FCAT's Health and Safety Policy at all times.
- To attend mandatory training and participate in performance development as required.