

LEAD FOR SCHOOL IMPROVEMENT



Role Profile

Title	Lead for School Improvement	
Grade	GRADE L	
Reference:	N788	
Reports to:	Service Director, Education Participation and Skills	
Work style Definition	Mobile Worker	
Job Type:	Operational Leader	
Primary purpose of role	<p>The post holder will work with schools, settings and partners to ensure that an up to date, effective commissioning plan for supporting improvement in learning and education across the city is developed and maintained.</p> <p>The post holder will work with other PCC commissioners and schools to co-commission support for local authority maintained schools to provide appropriate support and challenge to school leaders, including governors, and other services to ensure high standards.</p> <p>The post holder will work to manage the relationship between the Council, its schools, DFE departments and educational providers to ensure that all children and young people in Plymouth can benefit from an excellent education through a broad range of educational provision and to reduce inequalities in outcomes.</p> <p>The role includes the leadership of the Adult and Community Learning Service including working across EPS and with the ESFA.</p>	
Key accountabilities and key measures	<p>Role outcomes</p> <ul style="list-style-type: none"> ▪ Responsible for commissioning a range of services to ensure improvement across ages and stages of learning (25%) ▪ Responsible for leadership and oversight of learning services that remain in house (10%) ▪ Leading and supporting effective partnerships with DFE and schools (10%) ▪ To advise on aspects of school organisation and place planning with regard to ensuring the highest quality of educational provision. (15%) ▪ To take the lead for ensuring a corporate approach across the piece to equalities and diversity. (5%) 	<p>Role measures</p> <ul style="list-style-type: none"> ▪ Continuous and sustained improvement in attainment ▪ Continuous improvement in other service improvement against non-attainment or Ofsted measures. ▪ Effective communication strategy with learning system ▪ Increased post 19 learners achieving required outputs ▪ Improving school Ofsted judgements ▪ Improved Adult and Community Learning Ofsted judgement ▪ All Corporate Plan objectives and Pledges achieved within budget.

	<ul style="list-style-type: none"> ▪ To develop an effective improvement plan alongside partners and colleagues across the Council (10%) ▪ Ensuring that the services are responsive to change, dynamic in operation and outcome orientated. (5%) ▪ To manage the services finances (6m) within budgetary limits and gaining new income streams via grant award or tendered applications. (10%) ▪ Drive significant cultural change through the Department and across the education system (10%) ▪ Undertake other duties appropriate to the grade of the post. 	
Key activities	<ul style="list-style-type: none"> ▪ To develop and implement an impactful commissioning plan that leads to improvements in learning at each key stage and secures the development of a self-improving school system. (40%) ▪ To maintain a strong and effective relationship and partnership with a range of professional partners including Department for Education officials, Headteachers, Governors, Academy Sponsors and other partners. (15%) ▪ To maintain a good up to date understanding of current national policy with regard to school improvement, post 16 and 19 learning and educational research. (10%) ▪ To manage a range of budgets. Some complex relating to ESFA funding streams (10%) ▪ To influence and contribute to delivering objectives set out in the corporate plan (5%) ▪ To work across EPS to ensure that plans are holistic and staff teams work cohesively (10%) ▪ To prepare for Ofsted inspection by ensuring that improvement plans reflect QA and measurable progress indicators (10%) ▪ Carry out other duties appropriate to the grade of the post 	
Essential qualifications/ knowledge	<ul style="list-style-type: none"> ▪ Postgraduate qualification in learning ▪ Successful teaching and middle and/or senior leadership experience in an educational role. ▪ Leading edge knowledge of the role of the LA in promoting improvement in learning ▪ Sound, demonstrable knowledge of the post 16/19 educational system ▪ Negotiating skills and problem solving techniques with a range of high profile partners ▪ Understanding and experience of using commissioning frameworks for improvement in a range of educational situations. 	
Desirable qualifications/ knowledge	<ul style="list-style-type: none"> ▪ Qualification in project/programme management 	

Essential experience	<ul style="list-style-type: none"> ▪ Experience of supporting successful school improvement planning and implementation through commissioning ▪ Experience of being an effective leader and achieving intended outcomes for teams and the organisation. ▪ Experience of working as a senior manager leading and managing people, initiatives and innovation. Awareness of the political environment. ▪ Experience of dealing with and analysing information whilst under pressure, and of effectively communicating this information to others in oral or written form. ▪ Experience of writing and presenting policy and strategy and recommending appropriate future action. ▪ Experience of leading a large change programme
Desirable experience	<ul style="list-style-type: none"> ▪ Leading or managing a co-commissioning function
Essential skills	<ul style="list-style-type: none"> ▪ Ability to manage and lead a team effectively, including time, change and conflict management, and to ensure that the team produces identifiable outcomes for children, young people and adults. ▪ Ability to supervise and support professional colleagues. ▪ Ability to prioritise, manage and monitor complex budgets and to use ICT systems and conventional systems, to manage information and to produce reports. ▪ Ability to analyse and evaluate research information and to apply research evidence from a variety of sources in service development. ▪ Ability to work effectively in a team of senior leaders to facilitate the achievement of Council Corporate Priorities and the EPS business plan. ▪ Excellent written, presentational and oral communication skills for a range of audiences and purposes. ▪ High order interpersonal skills which promote positive working relationships. ▪ Excellent time management skills. ▪ Ability to analyse and interpret data and to utilise and represent the findings effectively. ▪ Ability to work to precise deadlines under pressure. ▪ Detailed understanding of effective leadership and management, particularly in an educational context. ▪ Understanding of the needs of vulnerable and underachieving groups. ▪ Understanding of factors promoting high achievement particularly in an economically polarised, multi ethnic, inner-city context. ▪ A proven commitment to promoting equal opportunities for all staff and to supporting inclusive practices and policies which raise achievement for all pupils in our schools and post 19 organisations ▪ An understanding of Health and Safety in the workplace and how to implement it in this area of work.
Corporate standards <ul style="list-style-type: none"> ▪ In accordance with Council policies and guidance on information management and security, it is your personal responsibility for data protection, client confidentiality and information governance. ▪ Act at all times in accordance with appropriate legislation and regulations, codes of practice, the provisions of the Council's constitution and its policies and procedures. 	

- Work within the requirements of the Council's Health and Safety policy, performance standards, safe systems of work and procedures.
- Undertake all duties with due regard to the corporate equalities policy and relevant legislation.