



JOB DESCRIPTION

DIRECTORATE Education Partnerships	SECTION Learning and Achievement
JOB TITLE Head of Learning and Achievement	GRADE JM6
REPORTING TO: Assistant Director, Education Partnerships	
WORKING TO DELIVER OUR VISION: To make North Somerset a truly great place for children and young people to thrive; where all have the best possible life and opportunities, including those who are vulnerable, disadvantaged and/or have special educational or additional needs.	

1. Job outline and Purpose of role

The Head of Learning and Achievement will work in strategic partnership with Multi Academy Trusts, Single Academy Trusts, maintained schools and early years providers to significantly improve the progress and achievement of children and young people in North Somerset. The post holder will be the lead advisor to the Assistant Director, Education Partnerships on education standards, legislative and policy developments and create evidence-based and data driven strategies to improve overall performance and in particular to close the gaps for North Somerset's most vulnerable children.

The post-holder will drive a programme of excellence amongst the authority's remaining maintained schools and work collaboratively within the service and with multi agency partners to ensure that we deliver coherent, child-centred and seamless services that enable children and young people to thrive in all aspects of their lives.

The post holder will lead the re-establishment of a strong and resilient early years sector with the sufficiency, sustainability and high quality practice that it requires

The post holder will be a strong leader with energy, credibility in the relevant field and a passion and determination for promoting culture changes required to raise standards in North Somerset.

2. Main Duties and Key Responsibilities

- Contribute as a member of the senior management team to the formulation of overall strategy for the service area, setting policy and performance targets for the service.
- Be accountable for the strategic development of an area wide improvement strategy for learning and achievement in North Somerset
- Provide overall responsibility for the management and delivery of the allocated service areas including strategy and policy, safeguarding in education and early years services
- Ensure the Council's aims and objectives, vision and core values are actively promoted and made a reality.

Main Responsibilities

- Provide partnership and stewardship for excellence in learning and achievement within a mixed economy of providers to ensure high levels of challenge, support and transparency
- Take a lead strategic role in leveraging change and improvement for children and young people using data intelligence to identify areas for school improvement, in particular the gaps for vulnerable children through trauma informed and relational practice models
- Take a lead role in fostering strong collaborative relationships with the multi-agency partners, neighbouring authorities and regulatory bodies including the Department for Education, Regional Schools Commissioner and Ofsted to establish alignment of purpose, clarity of roles and informed planning
- Act as the Council's lead expert and adviser on strategies for improving the quality of teaching, leadership and levels of attainment in all maintained schools and learning settings and advising on actions/interventions required to improve those causing concern.
- Develop, implement and keep under review, the Council's educational strategy for raising standards and improving quality in teaching and leadership through relational and trauma informed practices
- Develop and maintain a robust and progressive framework for safeguarding in education and early years, including training and auditing schools and settings
- Support maintained schools in the development of a school-to-school improvement framework which harnesses the expertise of national and local leaders of education and quality assures the support to schools and learning settings.
- Advise the Assistant Director of Education where powers of intervention may be required in schools and learning settings
- Lead the development of effective governance of maintained schools settings to secure high standards for children and young people.
- Produce reports at regular intervals for the Children and Young People's Board, Scrutiny, Educational Excellence Partnership Board and internal working groups which monitor, track and evaluate progress in raising standards, the quality of safeguarding practices and changes in legislative and policy imperatives, identifying risks and opportunities and creating effective plans to respond effectively to these
- Ensure the local authority policies and procedures relating to all relevant areas of education, early years and children's services, including Children's Social Care are up to date and in line with changing legislation, guidance and best practice
- Secure the development of a sustainable and progressive early years service which meets the needs of local children and promotes the best start in life for them

Generic responsibilities

1. Understanding, knowledge and ability to follow guidelines that ensures compliance with Health and Safety at Work, Data Protection and other statutory requirements.
2. Understanding and commitment to promoting and implementing the Council's Equal Opportunities policies.
3. Knowledge and experience of using IT.
4. To undertake any other temporary responsibilities aligned with the overall purpose and grade of the role.

3. Learning and Development

- To regularly review and reflect on professional practice along with colleagues and your line manager to identify areas of further professional learning and development.
- To enrol and engage in regular training and learning opportunities, both internally and externally, in order to promote further professional development and practice.
- To identify and engage in opportunities to share professional practice and experience with other colleagues, students and professionals to promote an ongoing learning environment.
- To identify and support any learning and development needs for workers and managers within the service.

5. GENERAL

This job description is not a complete list of duties but gives a general indication of the range of work undertaken. It will vary over time as demands and priorities change. The management team structures within Childrens' Services operate with a high degree of collaboration and flexibility, and post holders are expected to undertake any other duties commensurate with the general level of responsibility of the post.



PERSON SPECIFICATION

DIRECTORATE Education Partnerships	SECTION Learning and Achievement
JOB TITLE Virtual School Head Teacher	GRADE JM6
QUALIFICATION Qualified teacher status	
<p>Knowledge, experience and skills</p> <p>Knowledge</p> <p>A thorough understanding of the legislative framework and statutory guidance which underpins the provision of education, early years and children’s services and a good understanding of emerging strategy and policy developments</p> <p>A thorough understanding of education and early years landscape in all phases, including school improvement performance frameworks, regulatory and monitoring regimes</p> <p>A sound and broad knowledge and understanding of local needs and priorities of children, young people and families and how North Somerset needs to respond to these</p> <p>A thorough understanding of the national curriculum, successful and evidence based school improvement approaches, teaching and learning strategies and pedagogical approaches in particular, those strategies which are effective in closing gaps for vulnerable children</p> <p>A thorough understanding of the needs and educational challenges of vulnerable children and young people, and in particular, those who have a social worker and are care experienced, including those with SEND. A thorough understanding of employability challenges for Care Leavers</p> <p>A thorough understanding of the legislative responsibilities of a local authority, as well as all other parties and agencies who contribute to the success of learners, including social works and health professionals</p> <p>Experience</p> <p>Extensive experience of successful education leadership and in particular, school improvement</p>	

Significant experience of developing policy, strategies and project development involving innovation to promote change. Expertise in effectively managing change initiatives, exploiting new opportunities and gaining commitment.

Evidence of success in establishing a performance culture, including service planning, target setting, performance appraisal and the management and motivation of diverse staff groups.

A track record of working in successful partnerships with a wide range of internal and external bodies including governmental and non-governmental organisations, the private and voluntary sectors.

Evidence of achieving improvements in equal opportunities in employment and service delivery within a large and complex organisation.

Experience of successful risk and financial management.

A track record of working effectively within a political environment, providing clear and balanced advice and guidance on strategic issues.

Skills

Strong person-centred motivational leadership and the ability to facilitate the development of a high performing team through continuous improvement

Highly developed skills in partnering and the ability to influence positive change through forging strong effective partnerships

Ability to work effectively in a local government context (legal, financial, political).

Excellent communication skills and the ability to use data to drive performance and strategic development and report regularly within a local government environment of accountability

Highly developed ability to co-create strategies with education partners in schools and settings

Political acumen and the ability to navigate a complex and changing educational and early years climate working cooperatively with system leaders and multi-agency partners

The ability to assimilate quickly across multiple data-sets and sources of intelligence and information to create clear goals and a credible strategy, adapting to change as required

Ability to work as part of a strong and committed team and contribute to the Council's Corporate Plan and exemplifying North Somerset's values

Ability to identify and manage risk, including financial risk

COMPETENCIES

Team Working ~ Develops team members and encourages and empowers others, delegates work to get the best from the team

Service user/ outcome focused ~ sets challenging goals for self and others to achieve and improve service delivery

Problem solving & judgment ~ facilitates others to solve problems, breaks down complex issues into manageable parts and thinks through the implications of decisions

Planning & Organising ~ makes business plans to determine the work for self and others to meet the objectives of the service

Business Awareness ~ Understands the contribution the service makes to the organisation and partner agencies, thinks outside own area to appreciate the aims of other services.

Leadership Standards ~ demonstrates the behaviours set out in the council's leadership standards.

PERFORMANCE MEASURES

- Quantifiable objectives ~ to be agreed but will expressly reflect the impact of the postholder on improving outcomes for children through their leadership
- Feedback from service users, colleagues and partner agencies
- Key Performance Indicators (where available)
- Line manager assessment
- 360 feedback from staff and colleagues
- Performance of the team