

## GLF Schools Job Description

**To arrange an initial telephone call with our Chief Education Officer please contact Recruitment**

**Partner Erin Cornell – [ecornell1@gfsschools.org](mailto:ecornell1@gfsschools.org)**

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| <b>Job Title</b>   | Regional Education Director              | <b>Job Reference</b> | GLFRED  |
| <b>Salary</b>  | Up to £128,500 (dependent on experience) | <b>Travel</b>        | Regular |
| <b>Location</b>  | GLF Schools                              |                      |         |
| <b>Core purpose</b>  |  |                      |         |
| <b>Line Management of Headteachers in the Region</b>   |  |                      |         |
| <ul style="list-style-type: none"> <li>• The ability to evaluate school's performance, identifying areas of improvement and priorities for continuous growth and development.</li> <li>• To provide support, coaching and guidance to schools</li> <li>• To provide dynamic and inspirational leadership that will promote a secure foundation from which to achieve high standards in all areas of the schools' work.</li> <li>• To inspire, manage, motivate and empower all members of the GLF Schools community to carry the vision forward, promoting excellence, quality and high expectations.</li> <li>• To work in supporting the values and vision, sharing expertise and supporting colleagues within GLF Schools.</li> <li>• To deploy all resources, including staff and financial resources under the guidance of the CFO and CPO to achieve GLF Schools's aims.</li> <li>• To explore opportunities that will improve the learning and educational environment for all children.</li> <li>• To secure commitment and confidence of the wider community.</li> <li>• To have a secure knowledge of educational change and its impact on the schools.</li> <li>• To model the behaviours expected of all GLF leaders; integrity, compassion and ambition embodying the view that "we are stronger by working together".</li> </ul> |  |                      |         |
| <b>Key Accountabilities</b>  |  |                      |         |
| <b>Strategic Leadership &amp; Shaping the Future</b>   |  |                      |         |
| <ul style="list-style-type: none"> <li>• To work with key stakeholders to create a coherent vision for the schools, ensuring it is clearly articulated, shared, understood and acted upon effectively by all.</li> <li>• Work within the school communities to translate the vision, core aims, agreed objectives and operational plans which will promote and sustain continual school improvement.</li> <li>• Ensure that strategic planning recognises the emotional, intellectual, social and spiritual aspect of life, and considers the diversities that comprise the makeup of the schools and wider communities.</li> <li>• Enhance opportunities through collaboration with other schools within GLF Schools.</li> </ul>  |  |                      |         |
| <b>Leading, Teaching &amp; Learning</b>  |  |                      |         |
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- Ensure a consistent and continuous school-wide focus on children's achievement, utilising data and appropriate benchmarks to monitor development of children.
- Administer strategies that secure high standards of child conduct & attendance.
- Observe, evaluate and review classroom practice and promote improvement strategies.
- Determine, organise and implement a diverse, flexible curriculum and put into place an effective assessment framework to monitor impact.
- Challenge under-performance at all levels, ensuring effective corrective action and follow up including, but not limited to, coaching and mentoring.
- To ensure that learning is at the centre of strategic planning and resource management.
- Demonstrate, articulate and evidence high expectations and ambition for all children.
- Establish teaching pedagogy that will build on the successful practice in our schools, preparing pupils for their next stage in life

### **Securing Accountability**

- The Regional Education Director is legally and contractually accountable to GLF Schools and fulfils wider accountabilities in relation to children, parents, carers and other relevant groups.
- Utilise a range of evidence, including national, local and own schools' performance data to support, monitor, evaluate and improve aspects of schools' life, including challenging poor performance and identifying educational trends to secure impactful change.
- Ensure individual staff accountabilities are clearly defined, understood and agreed, with the understanding that they are subject to rigorous review and evaluation.
- Develop and present a coherent, understandable and accurate account of the schools' performance to a range of audiences.
- Fulfil commitments arising from contractual accountability to the local authorities and DfE.
- Ensure effective use of the schools' budgets and best practice in financial and employment matters under the guidance of the CFO and the CPO.

### **Strengthening Community**

- The Regional Education Director will engage with external and internal school communities and colleagues to secure equity and entitlement. This includes enabling collaboration with other schools across GLF Schools, with parents and carers and other agencies for the well-being of all children.
- Work effectively with other educational institutions locally and further afield building effective partnerships.
- Build and maintain effective relationships with parents, carers, partners, and the community that enhance the education of children and the wider community.
- Seek opportunities to invite parents, carers, community figures, businesses or other organisations into the schools to enhance and enrich those schools and their value to the wider communities.
- Recognise and champion opportunities for developing rich and diverse school communities, which respect the rights, responsibilities and dignity of all.

### **Managing the Organisation**

- Ensure that policies and practices take account of national and local requirements, policies and initiatives, and complies with the legal requirements.
- Recruit, retain and deploy staff appropriately. Staff training and CPD should be first class and contribute to leading practice across GLF Schools.

- Create and organisation structure that reflects the schools' values, and enables the management systems, structures and processes to work effectively in line with Trust and legal requirements.
- Produces and implement clear, evidence-based improvement plans and policies for the development of the schools and their facilities.
- Ensure compliance with education statute and employment legislation.
- Ensure that the range, quality and use of all available resources is monitored, evaluated and reviewed to improve the quality of education for all children and provide value for money.
- Manage the schools' environment efficiently and effectively, ensuring that they meet the needs of the curriculum, health and safety regulations, and safety of all children and staff.
- Ensure a child support (pastoral care) system that focuses on each learner and supports school environment.

#### **Accountability**

- The Regional Education Director is accountable to the CEO for the standards achieved and the conduct, management and administration of the schools.
- GLF Schools expects its employees to work flexibly within the framework of the duties and responsibilities specified above. This means that the post holder may be expected to carry out work that is not specified in the job profile, but which is within the remit of the duties and responsibilities.

#### **Trust-Wide Responsibilities specific to Personnel**

- Each Regional Education Director will have a trust-wide responsibility for an element of educational support, which will be determined by the CEO and set out in an addendum to the job description.

#### **Safeguarding**

GLF Schools is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff and volunteers to share this commitment. The successful candidate will have to meet the person specification and will be required to apply for a DBS disclosure. We particularly welcome applicants from under- represented groups including those based on ethnicity, gender, transgender, age, disability, sexual orientation or religion