

FEDERATION OF SHEVINGTON PRIMARY SCHOOLS

EXECUTIVE HEADTEACHER

JOB DESCRIPTION

Our Vision

We wish our Federation of Schools to engage with the community of Shevington by forging collaborative partnerships with numerous stakeholders and community groups, including other schools.

Our organization continues to go through considerable change and the governors wish to recruit someone who will make bold decisions in the interest of securing a long term, stable future for the staff and pupils attending our schools.

Delivering a vision is a considerable challenge and we seek many qualities which must give focus on areas such as the following:

The Role

Shaping the future

- Creates and communicates a shared vision, ethos and strategic plan for the partnership that inspires and motivates all stakeholders.
- Awareness of the needs of each school yet promotes the strength in collaboration.
- Translates the vision into clear objectives that promote and sustain school improvement.
- Initiates and builds the capacity for change.

Leading learning and teaching

- Sets high expectations and challenging targets, monitoring effectiveness and evaluating learning outcomes.
- Ensures a partnership-wide focus on pupil achievement, using data and benchmarks to monitor progress in every child's learning.
- Ensures a culture that supports and facilitates pupil engagement in, and ownership of, their own learning.
- Implements strategies to improve the quality of teaching and learning across all schools to ensure it is consistently strong enough to raise standards.

Developing Self and Others

- Develops a positive ethos that celebrates the achievement of all and fosters a culture of continuous improvement.
- Builds a collaborative learning culture within the partnership of schools and actively engages with other schools to build effective learning communities and wide ranging partnerships.

- Sets high expectations for all and address underperformance, challenges unacceptable practice and attitudes.
- Be an inspiring role model for the highest professional standards and behaviours and ensure continued professional development of staff.
- Regularly self-evaluate, set personal targets and take responsibility for own personal professional development.
- Ensures the performance management of staff reflects the aims and objectives of the partner schools.

Managing the Organization

- Creates organizational structures that reflects the schools values, and enables the management systems, structures and processes to work effectively.
- Ensures the schools and their resources are organized and managed to provide an efficient, effective and safe learning environment.
- Recruits, retains and deploys staff effectively across all schools.
- Ensures the partnered schools resources are deployed to achieve value for money.
- Produces and implements clear, evidence-based improvement plans and policies for the development of the schools and their facilities.
- Ensures the range, quality and use of resources is monitored, evaluated and reviewed to improve the quality of education for all pupils and provide value for money.
- Ensures effective time management between each partner school to maintain an effective leadership presence on all sites.

Securing Accountability

- Develops effective working relationships with the Governing Body.
- Develops an ethos across the partnership of schools that enables everyone to work collaboratively, shares knowledge and understanding, celebrates success and accepts responsibility for outcomes.
- Ensure individual staff accountabilities are clearly defined, understood and agreed and are subject to rigorous review and evaluation through performance management.
- Develops and presents an accurate account of schools performance to a range of audiences including governors, parents and carers as well as the formal areas of Local Authority and Ofsted.

Safeguarding and Promoting the Welfare of Children

- Substantial knowledge and effective experiences of addressing safeguarding issues.
- Ensures a safe and supportive school culture.
- Identifies key features of staff recruitment that help deter or prevent the appointment of unsuitable people.

- Develops and introduces policies and practices that minimize opportunities for abuse or ensure its prompt reporting.

Financial management

- Delivers innovative financial management across all areas of the Federation.
- Ensures that any money dedicated to children in most need such as pupil premium, can be accounted for and tracked so that its purpose is achieved.
- Create a strong framework of financial administration meeting the needs of the federation model.
- Facilitate the provision of summary financial reports and projections for strategic planning over several years.

Please note that this is does not exclude other activities that are commensurate with this role.