

Job Description

School Improvement Director

Role:	School Improvement Director - Teaching & Learning (West Midlands Hub)
Responsible to:	School Improvement Lead, TLT
Based at:	One of the West Midlands hub schools
Hours:	Permanent, Full time
Grade:	L12 - 16

Job Context

Tove Learning Trust is a MAT based in Northamptonshire but reaches north to the Midlands. The West Midlands hub includes Grace Academy Darlaston, Grace Academy Coventry and Grace Academy Solihull, two of which are currently graded 'good' and one 'inadequate' by Ofsted. All three schools are improving further towards realising the MAT vision of 'inspiring educational experiences which lead to outstanding outcomes.'

The postholder will work with the CEO, the School Improvement Lead and school Principals to ensure that teaching and learning in the three academies across the Hub are on a trajectory to be judged outstanding in three years.

Key Responsibilities

- To drive school improvement across all academies within the regional hub by working in partnership with the CEO, School Improvement Lead, Principals and subject specialists in individual academies.
- To role model best practice as an outstanding teacher, sharing best practice across the region and work in collaboration with the School Improvement Team.
- To work collaboratively to support colleagues to facilitate appropriate support packages to achieve sustained performance, and where necessary, improvement.
- Combine a 40% teaching timetable with 60% focus on school improvement across schools in the hub.

Job Description

- To act as the link in all academies to ensure that planning, leadership, teaching and learning and progress of students are on a clear trajectory towards outstanding.
- To direct and support the implementation of challenging targets in all subjects.
- To lead and participate in the reviews of individual faculties to establish a baseline that can be used to instigate improvement planning.
- Assist in the creation of faculty improvement plans in response to the review process including the identification of required support and training.
- To monitor the progress of any plans through visits, observations, the monitoring of current data and discussion with teaching staff.
- To ensure timely intervention takes place when underachievement or poor progress is identified.

- To lead on the training, mentoring and coaching of teaching staff as required.
- To ensure consistency and coherency of curriculum delivery across the academies.
- Ensure that the CEO, School Improvement Lead, TLT and the Principals are kept informed of the progress of individual academies and any challenges which may arise.

In addition you will:

- Support the delivery of The Trust's Academy Improvement Strategy.
- Ensure lines of communication are clear with academies and appropriate members of the team.
- Follow the Trust's policies and procedures at all times.
- As required by the CEO, represent the Trust at meetings with Ofsted, Local Authorities and other colleagues and organisations.
- Prepare, complete and distribute reports as required for the Directors and Trustees.
- Work with other Academy colleagues to secure stakeholder engagement as required.
- Manage resources and risk effectively in accordance with Trust procedures.
- Demonstrate a positive commitment to equality and diversity.
- Contribute to building the Trust service culture and team ethos.
- Contribute to the development of the Trust Strategic Plan.
- Support the development of The Trust's ethos within the team, across the network and within the wider community.
- Manage staff as appropriate to their specific area of responsibility.
- Any other duties commensurate with the role.

Tove Learning Trust expects its employees to work flexibly within the framework of the job description. This means the post holder may be expected to carry out work that is not specified in the job description but which is within the remit of the role, duties and responsibilities.

Tove Learning Trust is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff and visitors to share this commitment.