

DIRECTOR OF MORRIS TEACHING SCHOOL ALLIANCE

This is an exciting role for an innovative leader who is passionate about shaping the future of school-to-school improvement. This is a unique opportunity for a driven, resilient and inspirational individual to develop and shape the vision for Morris Teaching School Alliance.

The successful candidate will have to meet the requirements of the person specification and will be subject to an enhanced DBS check.

Closing Date: 12 noon Wednesday 18 October 2017

Interviews: Friday 20 October 2017

Job Description

This tells you the main responsibilities of the post and explains what we are looking for. It tells you about the personal and professional qualities you need for this post. These criteria will be used to make the appointment. Please be aware that the job description contains the full range of responsibilities of the role.

Your letter of application and relevant experience (linked to the job description below) will be used to shortlist candidates for interview and during the interview process.

Applying

If you decide to apply for this post, please complete the MET application form and write a *short* letter of application (supporting statement) which should be no longer than **one** side of A4 (11 point minimum), indicating why you would like this role and how you meet the aptitudes and scope of work within the job description. Please return your completed application by email to Amanda Hartwright, Business Support Manager on ahartwright@tmet.org.uk.

Robert Campbell, CEO, Morris Education Trust

Should you have any further queries, please do not hesitate to contact me on 01223-200406 or 07963 405269

JOB DESCRIPTION - DIRECTOR OF TEACHING SCHOOL

Reports to: CEO of the Morris Education Trust

Responsible for: the Morris Teaching School Alliance and all linked personnel (SLEs/Lead Teachers/CPD Deliverers etc.)

Scale: L7-11 dependent on experience and initially 2 days a week (0.4 FTE) with some flexibility required for this depending on operation

Start Date: November 2017

The job description is subject to general conditions of service for a Lead Practitioner/Assistant Head as set out in the School Teachers Pay and Conditions Document. This job description is not prescriptive and may be changed, in consultation with the post holder, to meet the changing needs of the Trust and Teaching School.

KEY PURPOSE

The Director of Teaching School will lead the strategic and operational development of the Morris Teaching School Alliance. The Director of Teaching School will work alongside the CEO, the Principals and the Teaching School strategic board to develop the vision, scope and remit of the Teaching School. S/he will work to develop partners and partnerships and to expand the client base for the Teaching School. S/he will work with leaders and teachers to meet the vision and goals of the Teaching School in school improvement across local area and beyond. The Director of Teaching School will also have responsibilities within the Morris Education Trust, contributing to the success of the Trust; in particular to lead on the development of MET as a research-focused trust and to liaise with the Faculty of Education at Cambridge University in developing the SUPER work.

This is a unique post that requires a substantial level of self-reliance, creativity, innovation, ambition and determination.

MAIN ACTIVITIES

- To be responsible for the day to day management of the Morris Teaching School Alliance (MTSA) including staffing
- To be responsible for the Business Plan and sound financial operation of MTSA
- To be responsible for the delivery of 'The Big Three' (Initial Teacher Training, Continuing Professional Development, School to School support)
- To design, develop, lead and bring to market innovative professional development programmes for in-service teachers and leaders as well as trainee teachers
- To expand the remit of MTSA operation beyond The Big Three, ensuring long term financial viability
- To support the development of effective pedagogy in partnership schools
- To work with a range of schools to support school improvement
- To ensure quality assurance on all aspects of operation
- To contribute to the excellent provision within the Morris Education Trust and to develop it as a research-focused Trust through its partnerships with other teaching schools and the Faculty of Education

KEY RESPONSIBILITIES

STRENGTHENING COMMUNITY

1. To build a distinctive Teaching School culture and offer which takes account of the richness and diversity of the Teaching School's communities
2. To ensure a range of community-based learning experiences
3. To contribute to the development of the education system by sharing effective practice, developing research, working in partnership with the National College for Teaching & Leadership, partners and other Teaching Schools and promoting innovative initiatives and networks
4. To co-operate and work with relevant agencies to protect children
5. To ensure that the Teaching School promotes effective links with the local community and the wider school community and continues the development of close liaison with other secondary and primary schools
6. To ensure that the Teaching School offers an appropriate breadth of services

SHAPING THE FUTURE

Alongside the CEO and Principal, the Director of Teaching School will be responsible, alongside key stakeholders, for developing a vision for MTSA which inspires and motivates the Teaching School partners and community. This vision should include core educational values, moral purpose and be inclusive of all stakeholders.

1. Contribute to the development and use of research and technologies for learning and teaching
2. Design and develop innovative training and support programmes and Teaching School activities
3. Contribute to leading-edge developments in teaching and learning and support for teaching and learning
4. Initiate and lead Action Research projects, including SUPER work
5. Work on own initiative to bring emerging practice to the attention of the Teaching School and Alliance partners
6. Work on own initiative to bring leading-edge activities to Teaching School and Alliance partners

STRATEGIC DIRECTION AND DEVELOPMENT OF THE TEACHING SCHOOL

The Director of Teaching School will be responsible for working with CEO of MET and the Principal of IVC, plus Teaching School Alliance partners and the wider TSA network, to develop a strategic view for the Teaching School, to analyse and plan for future needs and for the further development of MTSA within the local, national and international context.

1. To formulate overall aims and objectives for the Teaching School and an Action plan
2. To create an ethos and provide educational vision and direction which secures effective relationships between Teaching School partners
3. To develop with partners all Teaching School plans, policies and operations
4. Secure the commitment of the wider community to the vision and direction of MTSA to create and implement a strategic plan, underpinned by sound financial planning, which identifies priorities and targets for ensuring that targets are met, and securing Teaching School improvement
5. To ensure that all those involved in the Teaching School are committed to its aims, motivated to achieve them and involved in meeting long, medium and short term objectives and targets which secure the success of the Teaching School
6. To ensure that the management, finance, organisation and administration of the Teaching School supports its vision and aims
7. To manage complex projects involving a range of stakeholders
8. To ensure that policies and practices take account of national and local data and inspection research findings
9. To monitor, evaluate and review the effects of policies, priorities and targets of the Teaching School in practice and take action if necessary

LEADING LEARNING AND TEACHING

The Director of Teaching School will be responsible for working with the Teaching School Alliance partners to secure and sustain effective teaching and learning throughout the Teaching School Alliance and to monitor and evaluate the impact of the Teaching School on teaching and standards of pupils' achievement, using benchmarks and setting targets for improvement.

1. To promote a stimulating style of learning, high quality pedagogy and high standards, including through modelling of own teaching

2. To ensure a consistent and continuous Teaching School-wide focus on 'The Big Three'
3. To ensure that high quality learning and high quality service delivery is at the centre of strategic planning and resource management
4. To lead, establish, cascade and embed creative, responsive and effective, evidence-based approaches to learning and teaching
5. To ensure a culture and ethos of challenge and support throughout the Alliance
6. To demonstrate and articulate high expectations and set ambitious targets
7. To contribute to creative curriculum design and development
8. To ensure an effective and rigorous assessment framework is used to evidence the work of the Teaching School
9. To take a strategic role in the development of the new and emerging technologies to enhance and extend the learning experience of pupils and to support and enable improvements in the quality of teaching
10. To monitor, evaluate and review practice and promote improvement

LEADING AND MANAGING STAFF

The Director of Teaching School will be responsible for leading, motivating, supporting, challenging and developing relevant staff to secure improvement.

1. To maximise the contribution of staff to improve the quality of service delivery
2. To plan, allocate, support and evaluate work undertaken by and on behalf of the Teaching School
3. To implement and sustain effective systems for the management of staff performance
4. To ensure that staff working on behalf of MTSA are appropriately trained, monitored, supported and assessed.

EFFICIENT AND EFFECTIVE DEPLOYMENT OF STAFF AND RESOURCES

The Director of Teaching School will be responsible for deploying people and resources efficiently and effectively to meet specific objectives in line with the Teaching School's strategic plan and financial context.

1. To work with Teaching School Alliance partners and senior colleagues to recruit,

deploy and develop staff of the highest quality

2. To advise the Teaching School Alliance partners and implement decisions in relation to staffing
3. To advise the Teaching School Alliance partners on the adoption of effective procedures to deal with the competence and capacity of staff
4. To advise Teaching School Alliance partners on appropriate priorities for expenditure, allocate funds and to ensure effective administration and control
5. To manage and organise accommodation efficiently and effectively, to ensure that it meets the needs of the activity and health and safety regulations
6. To make arrangements, if so required, for the security and effective supervision of Teaching School buildings and/or buildings used by the Teaching School
7. To undertake Health and Safety responsibilities
8. To ensure that appropriate risk assessments are undertaken before sanctioning and participation in any potentially activity
9. To manage, monitor and review the range, quality, quantity and use of all available resources in order to improve the quality of delivery, ensure efficiency and secure value for money

ACCOUNTABILITY

The Director of Teaching School will be accountable for the efficiency and effectiveness of the Teaching School to the CEO, the Principal of IVC, the MTSA partners, the wider TSA network, the DfE and the National College for Teaching & Leadership

1. To provide information, objective advice and support to the Teaching School Alliance partners to enable MTSA to meet its responsibilities in achieving the National Key Performance Indicators for Teaching Schools and for achieving efficiency and value for money
2. To create and develop an organisation in which all Teaching School Alliance partners and staff recognise that they are accountable for the success of the Teaching School
3. To present a coherent and accurate account of the Teaching School's performance in a form appropriate to a range of audiences, including CEO, partners, TSA network, the National College for Teaching & Leadership, Ofsted and others
4. To identify and present evidence of the impact of Trust-based research projects