



Job Title:	Associate Assistant Headteacher – DT & Vocational
Salary:	L5-L9
Location:	Yardley Wood, Birmingham
Start:	Permanent from September, early start considered

Job Description:

Responsible to the Deputy Headteacher

Birmingham Diocesan Multi-Academy Trust is committed to safeguarding and promoting the welfare of children and young people and requires all staff to share this commitment. This post is subject to safer recruitment measures, including a DBS check.

Purpose of the role:

This role provides strategic leadership for vocational qualifications, Health & Social Care, KS2 outreach, and whole-school wellbeing, ensuring high-quality curriculum, inclusive practice, and strong alignment with research and national standards. It serves as the trained Lead Internal Verifier for BTEC, overseeing rigorous assessment, compliance and quality assurance while developing staff across all areas of responsibility.

1. Strategic Leadership of Vocational Qualifications

- Lead the development and ongoing enhancement of vocational pathways.
- Ensure curriculum intent and implementation align with research evidence and best practice.
- Promote inclusive and ambitious pedagogical practice across vocational subjects.
- Oversee quality assurance systems and ensure compliance with all awarding body requirements.
- Monitor progress and lead evidence-based interventions where they are needed.

2. BTEC Lead Internal Verifier

- Serve as the trained and authorised Lead Internal Verifier.
- Ensure robust internal verification, standardisation and accurate assessment.
- Maintain full compliance with Pearson, JCQ and Ofqual.
- Prepare for and respond to external verification visits.

- Train, support and quality assure BTEC assessors.

3. Leadership of Health & Social Care

- Lead Health & Social Care across KS3–KS5.
- Oversee curriculum sequencing, pedagogy, moderation and assessment.
- Coach and develop staff through relational and restorative leadership.
- Maintain high expectations within a compassionate, trauma informed culture.

4. KS2 Outreach Lead

- Develop and lead a relational KS2 Outreach Strategy, strengthening partnerships with primary schools.
- Identify vulnerable pupils early and co-plan shared strategies with KS2 colleagues.
- Design outreach experiences that build aspiration, belonging and confidence.
- Lead data sharing, pastoral liaison and joint curriculum links.
- Evaluate and refine KS2 outreach annually using research evidence.

5. Whole School Lead for Flourishing Health (Staff and Students)

Aligned with Christ Church values and the Flourish Framework

- Develop and lead a comprehensive Flourishing Health Strategy for staff and students.
- Embed trauma informed, restorative and inclusive approaches across school culture.
- Lead professional development around psychological safety, wellbeing and relational practice.
- Use research, national guidance and wellbeing evidence to shape decision-making.
- Build partnerships with wellbeing, mental health and community organisations.
- Monitor wellbeing indicators (attendance, engagement, staff voice, safeguarding patterns).
- Act as a visible, relational and compassionate wellbeing leader for the whole community.

6. Leadership, Culture & Ethos

- Promote the school's Christian vision and values in all leadership decisions.
- Model relational leadership grounded in empathy, humour and emotional intelligence.
- Contribute to school self-evaluation, strategic planning and professional learning.
- Foster collaboration, psychological safety and professional trust across staff teams.

7. Safeguarding, Inclusion & Wellbeing

- Ensure all practice aligns with Keeping Children Safe in Education (KCSIE).
- Work with the DSL, SENDCo and pastoral leaders to support vulnerable students.
- Promote inclusive practice in all areas of responsibility.
- Model safe, ethical and research engaged decision-making.



PERSON SPECIFICATION

Qualifications & Knowledge

Essential

- QTS
- Trained BTEC Lead Internal Verifier
- Strong knowledge of vocational frameworks
- Thorough understanding of safeguarding and KCSIE
- Knowledge of trauma informed and restorative practice
- Evidence of engagement with contemporary educational research

Desirable

- NPQML, NPQSL or equivalent
- Training in mental health, wellbeing or trauma-informed practice
- Experience in outreach or cross phase work

Experience

Essential

- Successful teaching and leadership in Health & Social Care or related vocational areas
- Leading BTEC verification and quality assurance
- Improving outcomes in inclusive settings
- Contributing to whole-school leadership or improvement

Desirable

- Leading wellbeing or mental health initiatives
- Line management experience
- Leading outreach or partnership programmes

Skills & Competencies

- Excellent relational and interpersonal skills
- Strong coaching and staff development abilities
- High attention to detail and strong compliance practice
- Ability to analyse data and drive strategic action
- Calm, humorous, resilient and solutions-focused
- Skilled communicator with clarity and empathy

Personal Qualities

- Embodies Compassion, Collaboration, Strength & Resilience
- Emotionally intelligent and reflective
- Ambitious for pupils and staff
- Relationship-focused with a warm, approachable manner



Christ Church

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- Resilient, optimistic and restorative
- Committed to the Christian ethos and flourishing of the whole community



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OF ENGLAND