



# Candidate Job Pack

## English Lead



#

ASPIRATION  
PARTNERSHIP  
RESPONSIBILITY

# CHIEF EXECUTIVE

Thank you for your interest in becoming the English Lead, as part of the Spencer Academies Trust (SAT). SAT is an educational charity, multi-academy trust and sponsor of academies. We educate over 18,000 children and young people in our academies and employ more than 2,500 teachers, leaders and educational support professionals across the East Midlands. We aspire to be a leading regional high performing trust with a national reputation for excellence.

We currently have 18 primary academies, 8 secondary academies and one primary-aged special school in our family of schools. All of our schools share our values and beliefs and benefit from the collaboration and added value that being a member of our Trust offers.

Spencer Trust academies share an ambition to deliver results that compete with the very highest performing schools in the country, and deliver a curriculum for students that is underpinned by breadth, opportunity and quality: one that seeks to give young people the opportunity to develop into well rounded global citizens that believe they can influence positive change in the world.

These posts join an established, dynamic and impactful school improvement team and embody our commitment to ensuring that every child has the opportunity to both thrive and succeed.

If you are excited by the prospect of working on the front line in our academies, and feel you can meet the challenge and be an integral part of a successful and dynamic Trust, then we would like to hear from you.



**Paul West,**  
*Chief Executive Officer, Spencer Academies Trust*

A handwritten signature of the name 'Paul West' in black ink.

Paul West,  
Chief Executive Officer, Spencer Academies Trust

# AIMS OF SPENCER ACADEMIES TRUST

---

## Mission

Our Mission is to deliver the best possible outcomes for children and young people.

## Vision

Spencer Academies Trust is an exceptional Trust, providing an outstanding education for local children.

## We Believe

- All children have a right to a quality education regardless of background or ability, and have an entitlement to the opportunity of a secure progression route in their learning and development.
- Schools are stronger when they work in collaboration with each other, operate within a 'family' and are open to a true sense of partnership.
- We grow the effectiveness and sustainability of our schools by developing the people within them, and that through shared and equitable responsibility for quality and outcomes; we achieve more.

## Our Trust Behaviours

- Straight talking and sincere
- Love to deliver
- Obsessive about detail
- Strive to do it differently
- Share responsibility, celebrate success together

## Our Leadership Behaviours

- Leadership by example
- Passion for people
- Coaching not critiquing
- Understand your impact
- Having humility

## Aspiration

We believe that every child deserves access to a high quality education in a caring and supporting environment. We actively encourage and challenge our students to have the highest possible aspirations for themselves and for each other.

## Partnership

We know that schools are stronger when they collaborate and work together in partnership, we believe that we are ONE Spencer and support each other through sharing ideas, goals and resources.

## Responsibility

We are committed to caring for and safeguarding our community and take seriously our role in delivering an exceptional education for our children and young people, and providing a supporting environment in which to learn and work.

# OUR SPENCER FAMILY

The Trust comprises of Academies across local authorities in the East Midlands.

Secondary Academies	Pre SAT Ofsted	Joined SAT	Latest Ofsted	O	G	RI	SM
Arnold Hill Spencer Academy	Special Measures	2018	2025	4	1	-	-
Rushcliffe Spencer Academy	Outstanding	2018	2025	5	-	-	-
Derby Moor Spencer Academy	Good	2018	2022		←○		
Farnborough Spencer Academy	Serious Weakness	2018	2022		←○		
George Spencer Academy	Outstanding	2010	2023	○→			
Henor Gate Spencer Academy	Inadequate	2014	2023	←		○	
John Port Spencer Academy	Inadequate	2018	2022	←	←○		
Long Field Spencer Academy	Inadequate	2015	2023	←	←○		
Primary Academies	Pre SAT Ofsted	Joined SAT	Latest Ofsted	O	G	RI	SM
Brackensdale Spencer Academy	Inadequate	2021	2024	2	3	-	-
Millside Spencer Academy	N/A	2022	2025	2	3	-	-
Sunnyside Spencer Academy	Special Measures	2014	2024	5	-	-	-
The Mease Spencer Academy	N/A	2019	2024	-	5	-	-
Ashwood Spencer Academy	Requires Improvement	2018	2023		←○		
Bispham Spencer Academy	Good	2025	N/A				
Castleward Spencer Academy	N/A	2021	2024	←			
Chellaston Fields Spencer Academy	N/A	2019	2023	←	←		
Chetwynd Spencer Academy	Good	2012	2024	←	○		
Clover Leys Spencer Academy	N/A	2021	2024	←	←		
Fairfield Spencer Academy	Good	2013	2021	←	○		
Glenbrook Spencer Academy	Requires Improvement	2014	2022	←	○		
Highfields Spencer Academy	N/A	2020	2025	←	←		
Hilton Spencer Academy	Good	2018	2023	←	○		
Inkersall Spencer Academy	Good	2015	2022	←	○		
Rosecliffe Spencer Academy	N/A	2020	2023	←	←		
St Giles' Spencer Academy	Outstanding	2019	2024	←○			
Portland Spencer Academy	Requires Improvement	2014	2023	←	←○		
Wyndham Spencer Academy	Inadequate	2012	2025	←	←	○	

# ONE SPENCER

## ONE SPENCER

Spencer Academies Trust (SAT) entered its second decade in 2023, as one of the first multi-academy trusts in England, the Trust is now proud to be successful and respected in the East Midlands region. The Trust has grown a diverse and balanced portfolio of schools, and is currently a family of 26 mixed phase academies, 18 in the primary phase, including 7 free schools and 1 special school, and secondary academy. Collectively, SAT educates over 18000 3 to 18 year old children and young people. The Trust has a secondary free school in pre-operations and is working towards becoming an Alternative Provision School proposer.

Alongside academies, SAT is one of the most established and successful SCITT providers and more recently become established as an apprenticeship provider, delivering teaching, teaching assistant and business administration apprenticeships across the region. SAT also operates the Derby Regional Teaching School Hub, providing professional development, leadership training, accredited professional learning and a range of educational networks for over 240 member schools. This provision is complemented by the Trust's work in leading the Derby Maths Hub, and also, The Derby Research School which is professional partnered by the Educational Endowment Foundation.

In 2022 the Trust marked its 10<sup>th</sup> anniversary by launching a charitable foundation, Spencer Superstars. With a mission, To support children to live their passions and follow their dreams, the Foundation provides financial gifts directly to children and young people, to support opportunities in their chosen field.

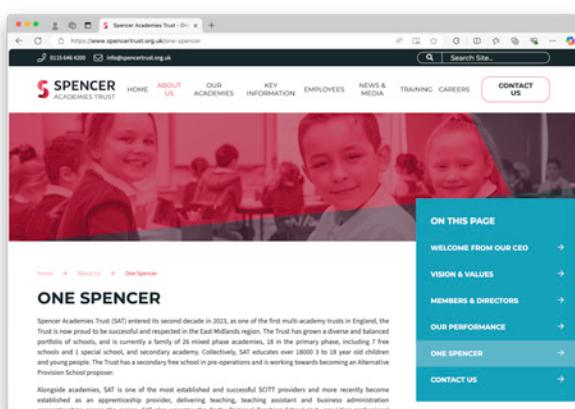
SAT aims to be the local educational employer of choice, with a happy, healthy and high-performing workforce. The Trust provides strong moral leadership and good governance in tackling the social, economic, technological and environmental challenges facing the world. The One-Spencer 2025 plan sets out the Trust goals for the next 3 years, with a driving ambition to be both exceptional and outstanding, and live each day the Trust values of Aspiration, Partnership & Responsibility.

Spencer Academies Trust's strategic plan for the years 2022-25 is laid out in our One-Spencer Plan. Our goals are defined in the following ten areas:

- 1. Governance
- 2. Leadership
- 3. Curriculum
- 4. Learning & Teaching
- 5. Technology
- 6. People & Wellbeing
- 7. Estates & Environment
- 8. Finance & Resourcing
- 9. Partnerships & Community
- 10. Growth

For further details on our ONE Spencer goals please visit our websit:

➤ [www.spencertrust.org.uk/one-spencer](https://www.spencertrust.org.uk/one-spencer)



# WORKING IN A SPENCER ACADEMY

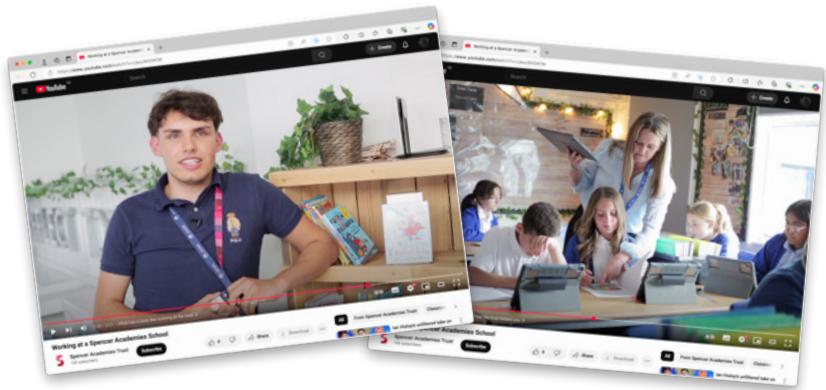
---

There's no job in the world quite like shaping the futures of the next generation, and few as important or impactful in the lives of young people. Working at a Spencer Academy you have access to a broad suite of resources, comprehensive CPD opportunities and a network of unparalleled support. Our employees are the leaders who implement our vision of providing outstanding education for local children, and when they succeed, we all do.

No career is more powerful or rewarding than shaping the futures of the generations to come. At Spencer Academies Trust, you don't just work—you belong! As part of One Spencer, you will be joining a thriving community founded on aspiration, partnership and shared responsibility. With access to an extensive support network, continuous professional development opportunities and a wealth of resources, you will be both empowered and equipped to thrive. Our shared vision of providing an exceptional education for local children, enables us to collectively unlock potential and build brighter futures. As part of One Spencer, we belong, build and become

Working with us at Spencer Academies Trust, you will benefit from being part of a very committed and dedicated team who support each other, laugh in the staffroom and never let the grass grow under their feet!

➡ <https://youtu.be/UasuWiiDKfM>



# WHAT WE CAN OFFER

Thank you for your interest in this subject role within The Spencer Academies Trust (SAT). The role offers a unique and exciting opportunity for an inspirational teacher and leader who is passionate about their subject area and being in the classroom to make a difference to a much wider group of young people than in one school. In Year 11 alone, there are currently almost 1800 students across our Trust. As a Trust we have grown from four secondary academies in January 2018 to eight and the successful candidate will be a critical member of an expanding and influential team of school improvement professionals.

You will have the opportunity to lead an experienced group of Subject Directors and Lead Teachers with structures that make cross-school working exciting and straightforward – all of our core subjects work to the same examination boards and have common assessments. Working to lead with these gifted directors will give you an unprecedented insight into cross-school or 'system' leadership and prepare you well for the next stage of your own career development. Our Teaching School, Research School, SCITT and Maths Hub will be there every step of the way to provide professional learning and support your professional development and career progression.

Colleagues within our Trust belong to a strong collaborative educational community and benefit from a wide range of professional networks, providing supportive and developmental opportunities. Those we recruit will naturally share our values, and be highly motivated to work with all our stakeholders and colleagues, and continually develop their skills, in pursuit of personal and professional excellence, together making a significant impact on the lives of our students.

If you are excited and motivated by this opportunity to join us, and feel you can meet the challenge and be part of our successful and dynamic team, then we would be delighted to receive your application.

There is lots of information on our website, which is:

➤ [www.spencertrust.org.uk](http://www.spencertrust.org.uk)

We look forward to hearing from you: see 'how to apply' for details of visit opportunities.



Fraser Mitchell, Secondary Director of Education



# HOW TO APPLY

Thank you for your interest in this exciting opportunity with our Trust.

For more information, please refer to our website at:

✉ [www.spencertrust.org.uk](http://www.spencertrust.org.uk)

To apply, please complete the on-line application form available at:

➤ [www.spencertrust.org.uk/vacancies](http://www.spencertrust.org.uk/vacancies)

Attaching a CV and making sure to clearly evidence your achievements against the person specification.

For us to adhere to safer recruitment guidelines and best practice, please ensure your completed application form:

Accounts for any gaps in employment, and provides detail of all your employment by month as well as year.

Please also include the names, addresses, phone numbers and email contact details of two professional referees who must be your current and previous employers.

If you have any questions regarding the role or would like an informal discussion please contact Ellé Turner:

☎ [07971 878718](tel:07971878718)

✉ [elleturner@spencertrust.org.uk](mailto:elleturner@spencertrust.org.uk)

**Application closing date:** Friday 6 February - 2.00 pm

**Interviews will be held by or before:** Week beginning, Monday 9 February

All applications will be acknowledged.

Spencer Academies Trust is an equal opportunities employer.



**Disclosure &  
Barring Service**

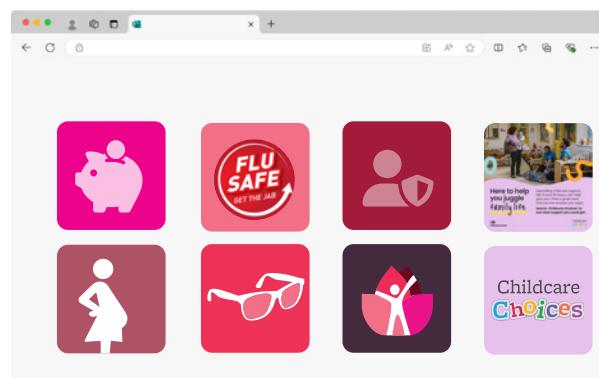
Spencer Academies Trust is committed to safeguarding and promoting the welfare of all our children and young people. Therefore, we expect everyone to share this commitment. All appointments are subject to satisfactory pre-employment checks, including a satisfactory Enhanced criminal records

with Barred List Check through the Disclosure and Barring Service (DBS) and the completion of Level 2 Safeguarding training. It is an offence to apply for the role if an applicant is barred from engaging in regulated activity relevant to children (where the role involves this type of regulated activity).

## Employee Benefits

The Spencer Academies Trust offers a comprehensive suite of employee benefits designed to support staff professionally, physically, and emotionally. The Trust offers competitive pay with progression, pension schemes, and extra leave for prior service. Perks include childcare support, staff discounts, family leave pay, free drinks, subsidized lunches, parking, cycle storage, and flexible hours. Staff get at least 24 holidays, rising with tenure, plus sick pay, health perks, and CPD opportunities for growth.

► [spencertrust.org.uk/employee-benefits](http://spencertrust.org.uk/employee-benefits)



We are committed to promoting equality, diversity and inclusion in both employment and education provision within Spencer Academies Trust and to creating an environment free from discrimination, bullying, harassment, sexual harassment, or victimisation. We aim to ensure all employees, within our One Spencer community feel they are treated fairly and with dignity and respect. Where our individual differences and the contributions we make are all recognised and valued regardless of age, gender reassignment, being married or in a civil partnership, being pregnancy or on maternity leave, disability, race including colour, nationality, ethnic or national origin, religion or belief, sex, and sexual orientation.

Every person in our One Spencer community has a responsibility for making our Trust an inclusive environment where all members of our community feel welcome and can be themselves

## Disability Confident

As a Disability Confident employer, we are committed to:



- ensuring our recruitment process is inclusive and accessible
- communicating and promoting vacancies
- providing reasonable adjustments as required
- supporting our colleagues with a disability or long-term health condition, enabling them to stay in work

# TERMS AND CONDITIONS

Term	Permanent from Easter 2026
Salary	L1 - L5
Pension	Teachers' pension scheme
Hours	Full time position
Holidays	School holidays are in place, but SAT subject leaders can expect to work or run sessions within them, and be aware that different holidays across counties within the Trust make this highly likely.
Expenses	Approved travel expenses are paid in full at agreed rates. Given the nature of the post, working across all schools within the Trust, the post holder will be required to drive and provide their own transport.
Office Accommodation	The registered place of work will be: The Spencer Academies Trust, Arthur Mee Road, Stapleford, Nottingham, NG9 7EW. However, the person appointed will be regularly required to work at the different locations within the Trust. In future the Trust Executive Team may relocate to a location within the boundaries of the Trusts Academies.
Right to work	The successful applicant will need to provide proof of the right to work in the UK before taking up the post.
Safeguarding	The successful applicant will need to complete level 2 safeguarding training (online) prior to taking up the post.

# JOB DESCRIPTION

Establishment	The Spencer Academies Trust (SAT)
Post Title	English Lead
Grade/Pay Range	L1 - L5
Hours/weeks	Full Time
Reporting to	Secondary Director of Education
Department/Team	TSAT Education Improvement Team

# ABOUT THE ROLE

---

We are seeking to appoint an inspirational Senior Subject Director to work within the Education Improvement Team. The successful candidate will be deployed directly into academies: taking responsibility for leading the English Team of Subject Directors/Lead teachers; the quality of individual subject provision and delivery; curriculum, teaching and assessment. You will be a proven outstanding leader who is passionate about their subject – experience as a Head of Faculty or Subject is essential and SLT experience is desirable.

Working alongside our team of experienced Lead Subject Directors and Subject Directors, you will be deployed in 2 or 3 of our Academies during the academic year, playing a leading role in raising standards and outcomes through the delivery of your excellent practice. You will also help students make up for vital lost learning time during the pandemic. In addition, you will support your subject colleagues through coaching and CPD.

You will be an outstanding and inspirational teacher, with a track record of excellent results and will have experience in embedding good practice and building capacity. We require a colleague who is committed to high standards of learning and student progress, who can help our students to reach their potential. Experience as a Head of Faculty/Leader who can demonstrate impact is imperative for this post.

## FURTHER INFORMATION

---

If you would like an informal discussion with Sue Clayton, Trust Lead Director of English, please contact:  
Elle Turner on:

 [07971 878718](tel:07971878718)

or by email at:

 [elleturner@spencertrust.org.uk](mailto:elleturner@spencertrust.org.uk)

For more information, please refer to our website at:

 [spencertrust.org.uk](http://spencertrust.org.uk)

# OVERALL PURPOSE OF POST

The Senior Director of Subject is part of a team of professionals who take responsibility for the quality of individual subject provision, curriculum teaching and assessment. Senior Directors of Subject are jointly accountable for subject performance improvement, attainment and progress in their discrete subject areas. The Senior Director of Subject will work across the Trust Academies, where they work closely with the Senior Leadership and Subject Leadership Teams to accelerate improvement and raise standards. Senior Directors of Subject organise their teams for impact in an effective manner; plan and teach high quality lessons, deliver intervention programmes and challenge and support subject teams to achieve ambitious targets for outcomes. Senior Subject Directors analyse performance data to ensure that students are appropriately targeted for support and work across the Trust to ensure consistency of subject quality and delivery throughout the network of Academies. Senior Subject Directors are also responsible for 'mock' assessments across the academies; the collection and analysis of Trust data and the presentation of that data to other audiences as appropriate. The co-ordination and delivery of revision and high quality interventions are also key areas of this role.

## **Main Duties and Responsibilities:**

You will be required to carry out the following duties. The nature of the Academy year requires some of these tasks to be done regularly whilst others will be on an annual cycle.

The post holder will be expected to use all Trust standard computer hardware and software packages where appropriate. Specific responsibilities include:

- to promote and be committed to The Spencer Academies Trust's aims and objectives
- to lead on the development of strategies in their subject area
- to promote and be committed to securing high expectations for learning and the raising of achievement within our academies.

## **To lead on the effective operation of subject teams, individually and with others to:**

- deliver highly effective teaching and impactful intervention
- design curriculum plans appropriate to curricular and exam board requirements
- develop schemes of work, resources, teaching and learning strategies
- mark and moderate work; assess, record and report student progress
- provide a stimulating learning environment
- have due regard for maintaining health and safety and security in the area they use
- contribute to department and academy enrichment programmes
- contribute to review, monitoring and evaluation and the development of working practices
- participate in working groups and projects
- take part in other professional development activities
- collect, analyse and present Trust-wide data
- set and monitor common assessments

## **Working with the Subject departments in SAT's academies to improve achievement, classroom practice, and professional development:**

- leading the Subject team as a model of outstanding teaching
- raising student aspirations at all levels.
- raising achievement across departments through leading improvements in teaching and learning

## **Working with other teachers on classroom organisation and teaching methods/providing model lessons:**

- leading continuing professional development activities
- holding workshops on classroom management, differentiation, pace and challenge
- coaching
- matching teaching approaches to students' prior attainment, context and learning styles
- demonstrating model lessons
- team teaching
- developing strategies with colleagues to use with students experiencing difficulties
- keeping abreast of the new teaching and learning strategies
- identifying educational research to enhance existing practices
- developing action planning based on the needs of the department

## **Producing high quality teaching materials:**

- updating existing and creating new schemes of work and supporting their introduction
- providing robust and rigorous assessment opportunities across the Trust including regular mock examinations
- leading the introduction of new technologies
- sharing good practice with members of staff

## **Advising on Professional Development:**

- designing and delivering professional development activities
- participating in the planning and delivery of focused in-service training days

## **Helping teachers experiencing difficulties:**

- observing and feeding back on the teaching of colleagues experiencing difficulties
- providing a structured programme of advice and support
- giving constructive criticism

## **If required, mentoring Newly Qualified Teachers:**

- providing a weekly discussion and overseeing personal action planning
- Initial Teacher Training:
- providing exemplar lessons for trainee teachers
- contributing to the assessment of students' teaching practice
- participating in the training of teachers within teacher training institutions
- acting as mentor to trainee teachers

## **Intervention:**

- prepare for and attend RAG meetings as appropriate
- use data to organise and deliver impactful intervention in Trust Academies
- provide workshops for students on key borderline grades
- provide targeted support for disaffected or more able students
- support strategies for helping particular groups such as underachieving disadvantaged students or high prior attaining boys, for example
- organise and advise upon intervention strategies

**General:**

- work in a professional manner, with integrity and maintain confidentiality of records and information.
- maintain up to date knowledge in line with national changes as appropriate to the role.
- be aware of, and comply with, all Academy policies including in particular Health and Safety and Safeguarding.
- participate in the Academy Performance Management process and undertake professional development as required.
- adhere to all internal and external deadlines.
- Contribute to the overall aims and ethos of The Spencer Academies Trust and establish constructive relationships with nominated Academies and other agencies as appropriate to the role.
- attend Senior Director and School Improvement Team meetings

These above mentioned duties are neither exclusive nor exhaustive, the post holder may be required to carry out other duties as required by the Trust.

# PERSON SPECIFICATION

<b>Qualifications and Knowledge</b>	<b>E</b>	<b>D</b>
Graduate with qualified teacher status	•	
Hold AST / SLE status or equivalent		•
An awareness of current issues in Subject education	•	
Knowledge of national curriculum requirements at KS3	•	
Knowledge of courses and requirements at KS4 and KS5	•	
Understanding of use of data to assess and inform teaching and learning	•	
Experience of exam board subject marking	•	

<b>Experience and Skills</b>	<b>E</b>	<b>D</b>
Experience of leading, developing and enhancing the teaching practice of other staff	•	
Experience of teaching A level Subject		•
An excellent classroom practitioner that can model best practise	•	
Relevant management experience	•	
Teach intervention groups at KS3 and KS4	•	
Excellent classroom practitioner	•	
Good organisational and personal management skills	•	
Effective planning and teaching	•	
Effective behaviour/classroom management	•	
An ability to demand high standards	•	
A proven ability to lead a team successfully	•	
Ability to work independently and be a team player	•	
Ability to develop and support other staff to develop a variety of teaching strategies	•	
Ability to enthuse and direct students and staff towards raising expectations and levels of achievement	•	
The ability to meet deadlines	•	
Good ICT skills	•	

<b>Personal Qualities</b>	<b>E</b>	<b>D</b>
Flexible and committed to work across our group of partnership schools	•	
Takes the initiative	•	
Is self-motivated	•	
Work in ways that promote equality of opportunity, participation, diversity and responsibility	•	
A commitment to abide by and promote The Spencer Academies Trust (SAT) Group Equal Opportunities, Health and Safety and Child Protection Policies	•	
A commitment to the ethos and values of the SAT	•	
To display a responsible and co-operative attitude to working towards the achievement of the SAT's aims and objectives	•	
An ability to respect sensitive and confidential work	•	
Commitment to own personal development and learning	•	
The post holder will require an enhanced DBS	•	



## CONTACT INFORMATION

📍 Spencer Academies Trust  
Spencer Place  
Regan Way  
Chilwell  
Beeston  
Nottingham  
NG9 6RZ

➤ [spencertrust.org.uk](http://spencertrust.org.uk)

✉ [info@spencertrust.org.uk](mailto:info@spencertrust.org.uk)

☎ [0115 646 4200](tel:0115 646 4200)

📷 [spenceracademies](#)

❖ [SpencerAcademiesTrust](#)

❖ [the-spencer-academies-trust](#)

𝕏 [satrust](#)

YT [@spenceracademiestrust5887](#)



# SPENCER

ACADEMIES TRUST

**Registered Office**

Spencer Place  
Regan Way  
Beeston  
Nottingham  
NG9 6RZ

- ▶ [spencertrust.org.uk](http://spencertrust.org.uk)
- ✉ [info@spencertrust.org.uk](mailto:info@spencertrust.org.uk)
- 📞 0115 646 4200
- 𝕏 [@satrust\\_](https://twitter.com/satrust_)

#ASPIRATION #PARTNERSHIP #RESPONSIBILITY