



EAST

EAST ANGLIAN SCHOOLS TRUST

Applicant Information Booklet



Post Title:

Primary School Development Partner

Salary:

L1-5

Contract:

Part Time (0.3 FTE)
Fixed Term Contract 1 year

Start Date:

September 2026

Responsible to:

Director of Primary Education

Application Deadline:

15th May 2026



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Letter from CEO

Dear Applicant,

Thank you for your interest in the post of **Primary School Development Partner** for the East Anglian Schools' Trust (EAST).

As a growing Trust, we are seeking to appoint an exceptional individual to a new and exciting role within EAST's central Education Team. This position will play a key role in supporting leadership capacity across our primary schools, with a particular focus on supporting school improvement.

Working closely with the Director of Primary, Headteachers, Head of Schools and school leadership teams, the successful candidate will lead key aspects of our Trust-wide professional development offer for primary colleagues. This is a fixed-term, one-year post designed to support the Director of Primary in developing leadership capacity and coherence across the Trust. The successful candidate will work in partnership with school leaders to strengthen their readiness to meet academy and Ofsted expectations, while driving momentum in key priorities and supporting the ongoing development of teaching and curriculum.

This is a highly collaborative role, requiring a strong commitment to teamwork and relationship-building. The successful individual will work alongside colleagues across EAST to shape a coherent and values-driven approach to leadership development, ensuring that our schools continue to grow strong, sustainable leadership at every level.

The role is part-time 0.3 FTE. Support and training will be provided to develop a deep understanding of the Trust's approach and to enable the successful candidate to thrive in this role.

EAST currently comprises 11 schools across Suffolk, with a central office in Wickham Market. The role will involve regular travel between schools, as well as time spent working alongside colleagues in both school and central settings. The successful candidate will need to be confident in working across multiple contexts and building strong professional relationships.

This role offers an excellent opportunity to work across a range of primary settings within a successful multi-academy trust, supporting Headteachers to accelerate school priorities and secure rapid, sustainable improvement. A strong alignment with the ethos and values of the Trust is essential.

We hope this information provides a helpful overview of the role. Should you wish to discuss the post further, we would welcome an informal conversation. Please do not hesitate to contact Helen Murray, Director of Primary, hmurray@eastmat.org (or by phone on 01728 746405 option 4 or 01728 554305)

We look forward to hearing from you.

Yours sincerely
Angelo Goduti
Chief Executive Officer



Advertisement

Primary School Development Partner

Central Trust Office:	Wickham Market Primary School
Salary:	L1-5
Contract Status:	Part Time (0.3FTE) Fixed Term
Start Date:	September 2026
Reports to:	Director of Primary Education

As a growing Trust, we have a vacancy for an exciting new role in EAST's Central Education Team. The role of **Primary School Development Partner** will be central in supporting our schools to accelerate key priorities and secure rapid, sustainable improvement.

Working closely with the Director of Primary, Headteachers, Heads of School and individual school leadership teams, the successful individual will play a pivotal role in translating Trust and school priorities into effective practice. This will include working alongside Headteachers to embed strategic approaches, as well as providing targeted support where needed to strengthen curriculum planning, teaching and leadership at all levels.

The role will involve direct work within schools, including supporting subject leaders, coaching teachers, and modelling effective practice to ensure consistency and impact in the classroom. The successful candidate will work as part of a collaborative and team-orientated environment, building strong professional relationships and adapting their support to meet the needs of individual schools. Support and training will be provided to understand and develop knowledge of the role and our schools.

We are looking for a primary leader with Leadership experience who understands how to translate strategy across a number of curriculum areas into effective practice and maximise impact at classroom and subject level. Trust-related experience is not essential, and the successful candidate will be assured of support. Applicants should have a strong understanding of curriculum and teaching, be confident in working alongside leaders and teachers, and possess excellent communication and organisational skills. Individuals will be approachable, credible and committed, with a strong alignment to EAST's values. Please note the role will involve travelling to schools across EAST Primary Schools.

We would welcome an informal conversation. Please do not hesitate to contact Helen Murray, Director of Primary, hmurray@eastmat.org (or by phone on 01728 746405 option 4 or 01728 554305)

Applications should be completed using the MyNewTerm portal and should include completion of the application form with a letter of no more than two sides of A4 outlining your experience, expertise and how you would ensure the role is impactful.

Deadline for applications: 15th May 2026

Interviews in week commencing: 18th May 2026

Please visit our website for further details about EAST: <https://www.eastmat.org>

EAST is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff and volunteers to share and adhere to this commitment. DBS checks required for all posts.



Primary Development Partner Job Description

Role: Primary School Development Partner

Key Purpose

The new role of **Primary School Development Partner** is focused on supporting the delivery of school improvement priorities across our primary schools. Working directly with the Director of Primary Education, the role will centre on translating agreed Trust and school priorities into effective practice, providing targeted, in-school support to Headteachers and their teams.

It is a practical, hands-on role, involving work alongside leaders, subject leads and teachers to embed curriculum plans, strengthen teaching, and accelerate progress. The postholder will not be responsible for setting Trust-wide strategy but will play a key role in ensuring that agreed priorities are implemented consistently and effectively across schools.

The role is likely to evolve in response to school needs and Trust priorities. We are seeking an experienced primary leader, ideally with Senior Leadership Team experience, who is confident working across different contexts.

Main Responsibilities & Tasks

1. Implementation of School Priorities

- Work alongside Headteachers to implement agreed school improvement priorities, ensuring clarity, consistency and pace.
- Support schools to embed curriculum plans and agreed teaching approaches, translating strategy into effective classroom practice.
- Provide targeted, responsive support following Director of Primary-led review, diagnosis and strategic direction.
- Monitor the implementation and impact of agreed actions within schools and provide regular feedback to the Director of Primary Education.
- Identify barriers to progress and work with school leaders to address these in a timely and practical way

2. Teaching, Curriculum & Coaching

- Work with subject leaders to develop, refine and implement high-quality curriculum plans that are coherent, progressive and well-sequenced.
- Coach teachers and subject leaders to improve classroom practice, using modelling, team teaching and professional dialogue.
- Support the development of strong subject and phase leadership through regular engagement and guidance.
- Promote consistency in teaching, learning and curriculum delivery across year groups, subjects and schools where appropriate.
- Contribute to improving the quality of education through evidence-informed approaches to teaching and learning.

3. School-Based Support

- Provide hands-on, in-school support tailored to the specific needs and context of individual schools.
- Adapt approaches flexibly, recognising that schools require different levels and types of support at different times.
- Work collaboratively with staff at all levels, building strong, professional and trusting relationships.
- Support the development of capacity within schools so that improvements are sustainable over time.
- Maintain a visible presence in schools and contribute positively to their day-to-day work and culture.

4. Accountability

- Report directly to the Director of Primary Education.



- Provide regular, accurate updates on progress, impact, risks and emerging priorities across supported schools.
- Contribute to the evaluation of school improvement work through feedback and professional insight, while recognising that strategic direction and decision-making sit with the Director of Primary Education.
- Maintain clear records of work undertaken and its impact to inform Trust-wide understanding and next steps.

5. Supporting Trust Data and Achievement

- Use school and Trust data to identify priorities, track progress and inform support within schools.
- Work with Headteachers and leaders to translate data insights into practical actions that improve teaching, curriculum and pupil outcomes.
- Support schools to embed effective approaches to assessment and the use of data at classroom and subject level.
- Monitor the impact of improvement work on pupil outcomes and report findings to the Director of Primary Education.
- Contribute to the Trust's understanding of achievement through feedback from work in schools, recognising that strategic oversight of data and accountability sits with the Director of Primary Education and central teams.

The duties listed in the job description are not intended to be an exhaustive list but are the general guidelines to the post, and other duties of a similar level/nature may be undertaken by the post holder. Tasks are not excluded from the post simply because they are not itemised. We need all staff to be flexible in their approach to support the Trust and its schools in this essential role.

EAST is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff and volunteers to share and adhere to this commitment. DBS checks required for all post.



Person Specification

Area	Essential	Desirable
Application		
Fully supported by references.	✓	
Well-structured application letter demonstrating experience, expertise and how you would ensure the role is impactful.	✓	
Knowledge and understanding of current issues and relevance for the Trust	✓	
Qualifications		
Qualified Teacher Status & Secondary Expertise	✓	
Degree	✓	
Additional leadership qualifications (NPQH / NPQEL / MA)		✓
Experience & Expertise		
Experience as a Headteacher, Head of School or Assistant Headteacher	✓	
Ability to communicate and relate to all members of the Trust community	✓	
Strong working knowledge and understanding of achievement data	✓	
Experience of successfully supporting school improvement within school	✓	
Experience of successfully supporting school improvement across schools		✓
Experience of contributing to school quality assurance and monitoring processes, supporting the implementation of identified priorities	✓	
Experience of successfully implementing change and supporting others to embed new approaches within a school setting	✓	
Ability to work with staff effectively	✓	
Understanding of school safeguarding procedures	✓	
Professional Development		
Evidence of attending and/or delivering relevant CPD	✓	
Skills and knowledge		
Demonstrate strong role-related knowledge	✓	
Demonstrate effective inter-personal skills	✓	



Ability to build on current achievements and continue to raise standards	✓	
Ability to lead and work as part of a supportive team	✓	

Have a clear understanding of the needs of children including those with additional needs such as disadvantaged, SEND and vulnerable	✓	
Have a good understanding of the current Ofsted Inspection framework	✓	
Ability to create a shared vision, motivating others towards this	✓	
Ability to address challenge to sustain improvement initiatives	✓	
Knowledge and understanding of current issues and relevance for the Trust	✓	
Appreciation of the importance of exploration and development of effective and innovative approaches to school improvement	✓	
Ability to build and sustain effective working relationships and partnerships with a broad range of stakeholders	✓	
Ability to work in partnership with schools, key agencies and organisations	✓	

*driving license and own car required as you will be travelling between schools

