



Tudor Grange Academies Trust

ACTING ASSOCIATE COLLEGE LEADER

L9 - L13

Tudor Grange Samworth Academy

Job Description

Core Purpose

As an Acting Associate College Leader you will form part the senior team at Tudor Grange Samworth Academy. The post is designed to provide opportunities that allow the post holder to develop and grow as a leader.

Core Leadership Qualities

The post holder will be an exceptional practitioner whose teaching can be used as exemplar practice. He/she will have the following qualities:

Clear and consistent vision and values
Ability to motivate and empower others
Positive attitude to continuous improvement
Flexible leadership styles
Leading by example
Effective communication skills
A willingness to embrace change and recognise new educational developments

The post holder will not be expected to have a whole school strategic lead and will focus on ensuring there is high quality pastoral support for students within the college on a daily basis.

Specific Responsibilities

This list is not meant to provide a narrow definition of specific responsibilities but to serve as guidance.

- To be the figure head of one of the secondary colleges and a senior leader within the academy.
- To lead assemblies and collective worship.
- To manage the behaviour and attendance trackers for the college and liaise with colleagues to ensure procedures are carried out correctly.
- To manage TAPs, PSPs, PAPs and other relevant meetings regarding to the welfare of students (including safeguarding and SEND).
- To track student progress and demonstrate impact in both academic and pastoral outcomes.
- As figure head of the college, meet and communicate with parents, students and external agencies as appropriate.
- To support the leadership of student services, mentor team and other colleagues as appropriate.
- To perform 'on call' and duties in a senior leader capacity.
- To attend SLT meetings and briefings and contribute to the strategic development of the academy.
- The post holder will advise the Senior leadership team, LGB and MATB on the performance of their college through effective and clear reporting

Line Manager

Principal