

Job Description: Primary School Improvement Partner (SIP)

Responsible to:	Director of Education
Job Type:	Permanent, Part-Time
Grade:	Leadership
Hours per week:	0.2 FTE (6.5 hours)
Working weeks:	Term Time Only (38 weeks)
Location:	Cambrian Learning Trust, Central Office
Disclosure level:	Enhanced DBS

Summary

The Trust Primary School Improvement Partner will work as part of the central school improvement team with specific responsibility for leading school improvement work in 1 or 2 primaries. The role will work closely with senior leaders to plan and evaluate school improvement priorities and broker central/external support as needed.

Main Responsibilities

School Improvement

- To be the point of contact for allocated primary schools and arrange weekly support and challenge meetings with Head Teachers.
- To track the performance and capacity within each school and co create self-evaluation documents, key priorities and action plans to bring about rapid improvement.
- Regularly review the standards of teaching and learning with senior leaders through monitoring activities such as learning walks, work scrutiny and pupil voice.
- Through coaching and modelling, be a source of inspiration to senior leaders and extend their knowledge and experience.
- Signpost senior leaders to sources of excellent practice within or beyond the Trust to help move the school forward in priority areas.
- Keep abreast of the wider educational landscape and educational research so that discussions are well-informed.
- To support Head Teachers and senior teams with inspection preparation and follow up, to ensure the best possible outcomes.
- Join reviews at each school if required, as well as others in the Trust.
- To represent the school at Education Team meetings, providing feedback and brokering additional support needed.

- To coordinate rapid response plans for schools that need intervention.

Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified. Employees will be expected to comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this job description.

Cambrian Learning Trust is committed to safeguarding and promoting the welfare of all children and preventing extremism. We expect all staff and volunteers to share in this commitment. All post holders in regulated activity are subject to appropriate vetting procedures and a satisfactory Disclosure and Barring Service (DBS) Enhanced Check. Shortlisted candidates will be subject to online searches for publicly available information.

Cambrian Learning Trust is an equal opportunities employer, and we welcome applications from a range of backgrounds to represent diversity in line with our schools' community.

Personal Specification

The following details criteria required for this role.

Qualifications, Education and Training	<ul style="list-style-type: none"> • Degree and QTS • Evidence of further professional development such as NPQ or Apprenticeship.
Experience	<ul style="list-style-type: none"> • Experience of headship. • Experience of school-to-school support work. • Experience of working in a MAT.
Knowledge	<ul style="list-style-type: none"> • Strong understanding of successful pedagogical approaches and what excellent teaching looks like in classrooms. • Strong understanding of what makes a highly effective curriculum and how this supports personal development. • Understanding of successful whole school inclusion strategies (including provision for those with SEND and PP). • Ability to analyse data for school improvement purposes. • Understanding of Safeguarding, HR, Finance, Health and Safety needed at headship level.
Skills and Abilities	<ul style="list-style-type: none"> • Be visionary and able to inspire others. • Work with kindness and integrity, modelling and exemplifying the values of the Trust.

	<ul style="list-style-type: none">• Be a highly effective communicator, capable of adapting style and approach according to circumstances.• Be reflective and insightful, able to synthesise and summarise information from multiple sources.• Be able to use a variety of approaches when working with leaders such as coaching, mentoring and modelling.• Be extremely well organised and able to work efficiently to maximise use of time, including planning ahead and providing information and reports in a timely manner.
Special requirements	<ul style="list-style-type: none">• Requirement to travel between schools.