

**Empowering futures:  
for a better tomorrow**



Join our team at Ivy Education Trust as our:

## **Director of Secondary Education**

Leadership scale: L35-L40, £119,350- £134,860 pa

Full time / Part time

Permanent leadership contract

Behind every breakthrough, every confident step, every achievement is someone who believes in the power of education. Join us to help transform lives through exceptional secondary education.





## Welcome

Everything we do across our Trust is focussed on our mission to deliver a high-quality inclusive education for our pupils.

As part of our central Trust team, you will play a vital role in shaping the quality and impact of secondary education across our schools. You will work alongside school and Trust leaders to ensure our curriculum, teaching and leadership deliver the very best outcomes for all pupils.

Through providing support and challenge to our schools, you will accelerate improvement and drive performance. You will lead on ensuring our schools achieve high standards particularly for vulnerable and disadvantaged students and excellent standards of curriculum and teaching and learning. You will lead on an inclusive approach, supporting high standards of behaviour and attendance.

Please take some time to learn a bit more about our family of schools, and what makes us, us, our values.

We feel this is an exciting time to join us as we strengthen our secondary provision and continue our journey of growth and collaboration.



# Letter from our CEO

Thank you for your interest in joining Ivy Education Trust as our next Director of Education. I am delighted that you are considering becoming part of our journey.

This is an exciting time for our Trust. Since coming together in 2022, we have grown into a community of over 3,200 pupils across eight schools, five primary and three secondary, connected by a simple but powerful belief: we achieve more for our communities together.

At the heart of everything we do is our vision “**Empowering Futures; for a better tomorrow.**” We are ambitious for every child, every colleague, every school, and we are proud to be building a Trust where people feel supported, valued and inspired to succeed.

## A Trust with purpose and energy

Our Game Plan 2025–2028 sets out our strategic vision and clear direction, to empower every child, every school and every colleague to thrive.

We bring this to life through our Game Changers:

**Empower Children to Flourish** through ensuring high-quality inclusive teaching and strong personal development for every pupil.

**Grow Great People**, investing in professional development, coaching and leadership at every level.

**Anchored at the Heart of the Community**, creating schools that foster belonging, opportunity and pride.

**Thrive Financially**, making thoughtful, strategic decisions to sustain and grow our impact.

Underpinning all of this are our values of Courage, Compassion, Commitment and Collaboration. We work hard to ensure these are not just words on a page, but principles that shape how we work together every single day.

Since coming together we’ve seen the real impact of working collaboratively, with improving Ofsted outcomes reflecting rapid and sustained school improvement. We have invested in our facilities and digital infrastructure and the rich opportunities for pupils and deepened collaboration across our schools so that expertise is shared and every child benefits.

Our progress is driven by a dedicated and passionate team, united by a shared commitment to ensuring every child thrives, academically, socially and emotionally. We are on a journey, and there is more to do.

As our Director of Secondary Education, you will play a key role in shaping what comes next. You will help lead and strengthen our Trust-wide approach to school improvement and quality of education, with a particular focus on inclusion, disadvantage and SEND.

This is a new role for us, the successful post holder will work alongside headteachers and senior trust leaders to deliver meaningful, lasting impact across all our schools. We are looking for someone who combines strategic insight with strong relationships, and who shares our determination to improve life chances for children and young people.

What makes us distinctive is not just what we do, but how we do it, we are ambitious, grounded in a strong moral purpose. We are collaborative, always focused on making a difference. Our ambition is to grow our reach, while respecting the unique identity of each school.

We are committed to creating a Trust where children flourish, staff thrive and our communities feel connected. If our vision resonates with you, and you're excited by the opportunity to make a meaningful difference, we would be delighted to hear from you.

Thank you again for your interest. I very much hope you'll consider joining us for the next stage of our journey.

**Katy Quinn**

**CEO**





## The role: Director of Secondary Education

For us, courage, compassion, collaboration and commitment are more than words, they define how we lead and improve our schools. As our Director of Secondary Education you will place these values at the heart of our school improvement journey.



Courage to provide strategic challenge and drive ambitious, evidence-informed improvement across all our secondary schools.



Compassion to ensure every decision prioritises inclusion, equity and the needs of disadvantaged and vulnerable learners.



Collaboration is central to the way we work. To build strong partnerships with our Headteachers, Leaders and colleagues across our Trust, fostering a culture of shared responsibility for achieving the best possible outcomes.



Commitment to relentlessly pursue excellence in teaching, leadership and outcomes.

This is a fantastic opportunity to shape the life chances of young people across multiple schools.

## Why join us?

- Work for a values-driven organisation that values innovation and collaboration.
- Shape secondary education and the lives of our pupils across our Trust
- Make a difference to pupil outcomes and life chances.
- Be part of a collaborative and ambitious leadership team.
- Access professional development opportunities to grow your career.

## What you'll do

As our Director of Secondary Education, you will provide strategic and operational leadership across all secondary schools, driving sustained school improvement and ensuring strong educational outcomes. You will line manage, support and challenge secondary Headteachers, building leadership capacity and accountability at all levels. Working closely with school and Trust leaders, you will ensure the highest standards of curriculum, teaching, learning and assessment, using data intelligently to identify priorities, address risk and secure continuous improvement. You will lead on Ofsted readiness and inspection success, champion inclusive practice to secure equitable outcomes for disadvantaged pupils and those with SEND, and play a key role in developing talent across our Trust. Alongside this, you will collaborate with our Primary Director of Education and Central teams to align educational priorities with wider Trust strategy, building strong partnerships within and beyond the organisation to strengthen impact and outcomes for all pupils.

## About you

If you:

- ✓ Are an experienced and credible leader with a strong track record of driving improvement in secondary education
- ✓ Bring strategic insight alongside a deep understanding of excellent teaching, leadership and curriculum in practice
- ✓ Are motivated by making a tangible difference to the life chances of young people
- ✓ Have proven ability to lead and influence others, building trust quickly while offering both support and constructive challenge
- ✓ Are confident operating at system level, using performance data to identify priorities and translate strategy into impactful action
- ✓ A collaborative, values-driven leader committed to developing others and strengthening leadership capacity
- ✓ Skilled in fostering a culture of continuous improvement across multiple schools
- ✓ Deeply committed to inclusion and equity, ensuring all pupils, particularly the disadvantaged and those with SEND, achieve strong outcomes
- ✓ Above all, share our commitment to inclusion and equity. You believe every student deserves the very best education, regardless of their background, and you are driven to ensure that high expectations translate into strong outcomes for all.

We would like you to apply for this role. Please do get in touch to learn more about this opportunity.

## We offer

- A role where your work really matters
- The opportunity to work in a team who are invested in creating the conditions to support the growth of others
- Competitive package with generous career average pension scheme with employer contributions of c28%\*
- Ongoing professional development

*\*employer contribution rates set by the Teachers' Pension Scheme.*

## How to apply

If you're ready to lead with integrity, inspire with vision, and make a lasting impact across a close-knit connected community of secondary schools, we would love to hear from you.

For an informal discussion and/or to arrange a visit to our Trust, please contact Paul Cornish, Deputy CEO, on 01626 870317 or via email @ [paul.cornish@ivyeducationtrust.co.uk](mailto:paul.cornish@ivyeducationtrust.co.uk).

Please do take the opportunity to learn more about the role by viewing the detailed job description on the following pages. To learn more about our Trust please view: [Ivy Education Trust](#) and read our Game Plan also available alongside this pack. To learn more about our secondary schools please visit: [Dawlish College](#), [Newton Abbot College](#), [Teignmouth Community School](#). Their most recent Ofsted reports are available through their websites.

To apply please complete our application form, detailing how you meet the criteria detailed in the person specification on the job description that we will assess during shortlisting.

The closing date for applications is Friday 11<sup>th</sup> September 2026 at 9.00am.

Interviews will be held at our Trust office at Teignmouth Community School on Wednesday 16<sup>th</sup> and Thursday 17<sup>th</sup> September 2026.

We are committed to the safeguarding and welfare of all our pupils, and we expect you to be too. We follow safer recruitment statutory guidance (Keeping Children Safe in Education). If you're successful, you'll be required to complete thorough pre-employment checks, including an Enhanced DBS check and references that are satisfactory to our Trust. All posts in our Trust are exempt from the Rehabilitation of Offenders Act (ROA) 1974. If you have any questions about this opportunity please contact us at [recruitment@ivyeducationtrust.co.uk](mailto:recruitment@ivyeducationtrust.co.uk)





## Job description

<b>Post title:</b>	Director of Secondary Education
<b>Location:</b>	Central Team, based at Teignmouth Community School with travel to other schools across our Trust.
<b>Salary grade:</b>	L35 to L40
<b>Contract type:</b>	Permanent
<b>Working hours:</b>	Full time (Part time will be considered)
<b>Responsible to:</b>	Deputy CEO
<b>Responsible for:</b>	Line management of Secondary Headteachers and matrix management of leaders across our family of schools.
<b>Links with:</b>	Executive team, Headteachers, Trust central team, School leadership teams,

### Key purpose of job:

To lead transformative school improvement across our secondary schools. As a key member of the Executive Team you will play a strategic role in shaping the future of our Trust whilst fostering a culture of excellence, innovation, empowerment, collaboration and belonging.

### Key responsibilities

#### 1. Strategic leadership

- Develop and implement an innovative, research-based improvement strategy that aligns with our vision and enables schools to thrive.
- Lead on all aspects of secondary school improvement within the Ivy Game Plan, focusing on Game Changer one on Empowering Children to Flourish.
- Playing a lead role in Trust Board Committees and other governance forums providing expert advice to senior leadership and governing bodies on secondary education matters.
- Ensure adherence to statutory and regulatory requirements.
- Contribute to organisational reporting, risk management, and accountability frameworks.
- Monitor national education policy and ensure timely and effective implementation of changes.

## **2. School improvement and performance**

- Lead secondary school improvement, codifying core frameworks for aspects such as curriculum, teaching effectiveness, assessment, attendance, engagement and behaviour.
- Ensuring targeted support and improvement to schools where needed.
- Develop and lead student-centred initiatives that enhance personal growth and cultural capital, including student leadership, enrichment programs, and the Ivy Pledge.
- Ensures that policy and practice underpin a culture of excellence, personal accountability and positive wellbeing.
- Ensure that safeguarding is prioritised at all times.
- Drive effective Integrated Curriculum Financial Planning (ICFP), working with school and finance leaders to ensure sustainable staffing structures.
- Strategically plan for the use of premium and recovery funding, tracking impact and performance outcomes.
- Oversee admissions and exclusions, ensuring fair and effective processes.
- Lead robust quality assurance frameworks including school reviews, audits, and inspections readiness.
- Analyse data to inform improvement strategies and measure impact.

## **3. Leadership and staff development**

- Line manage and support secondary headteachers and senior leaders.
- Develop leadership capacity through coaching, mentoring, talent management and succession planning.
- Promote a culture of high expectations, collaboration, and accountability.
- Support recruitment, retention, and development of high-quality staff.

## **4. Quality assurance, external review and accountability**

- Oversee comprehensive school diagnostics, ensuring a deep understanding of each schools' improvement journey.
- Lead the Quality Assurance schedule, including peer reviews, and external evaluations to ensure robust and accurate assessments.
- Provide clear, data-driven reports to the Chief Executive, Executive Team, and Quality of Education Committee.
- Lead and support schools through Ofsted inspections, ensuring strong performance and securing 'expected' or better ratings.

## **5. Curriculum and standards**

- Ensure a broad, balanced, and inclusive curriculum across all secondary schools.
- Promote high-quality teaching practice and evidence-based pedagogy.
- Lead on curriculum innovation and alignment with national frameworks.

## 6. Safeguarding and inclusion

- Ensure safeguarding practices meet statutory requirements across all schools.
- Champion inclusion, equality, and diversity, ensuring equitable outcomes for all pupils.
- Oversee strategies for behaviour, attendance, and pupil wellbeing.

## 7. Stakeholder engagement

- Build strong relationships with headteachers, governors, parents, and external partners.
- Represent the organisation with regulators (e.g. Ofsted), local authorities, other schools / Trusts, and government bodies.
- Engage with community and professional networks to enhance educational outcomes.

## 8. Resource management

- Advise on effective budget management, ensuring resources are strategically allocated to drive school improvement.
- Ensure schools maximise resources for impact, aligning financial decisions with educational priorities.
- Collaborate with senior colleagues to prioritise resource allocation and optimise value across schools.
- Work closely with headteachers to oversee staffing structures that align with curriculum needs.

## Key performance indicators (KPIs)

Improvement in pupil attainment and progress across all secondary schools

Positive Ofsted outcomes and inspection readiness

Reduction in performance gaps (e.g., disadvantaged pupils)

Strong staff retention and leadership pipeline

Improved attendance and behaviour metrics

## Other duties

- Place the safeguarding of all children in the trust as the highest priority.
- Be aware of and assume the appropriate level of responsibility for safeguarding and promoting the welfare of children and to report any concerns in accordance with the school's safeguarding policies. We expect all staff to share this commitment and to undergo appropriate checks, including an enhanced DBS with barred list check.
- Make maximum use of opportunities to generate a culture of celebration and praise amongst the staff and pupils at our trust.
- Maintain an understanding of and work within trust and school/college policies, procedures and statutory regulations, including in respect of health and safety, equality and inclusion, GDPR and data protection, safe use of IT, safeguarding children and safer working practices.
- Conduct oneself in a manner befitting a member of staff working in education at all times, demonstrating the behaviours and standards of our code of conduct.
- Carry out any other reasonable duties and responsibilities within the overall function, commensurate with the grading and level of responsibilities of the post.

## Person specification

Assessment criteria - evaluated from application form (A) and / or interview (I)		Essential	Desirable
<b>Qualifications:</b>			
Qualified teacher status (QTS). (A)		✓	
Degree or equivalent qualification. (A)		✓	
Relevant leadership qualification or equivalent experience. (A)		✓	
Recent and relevant professional development e.g. Executive Leadership courses. (A)			✓
Evidence of an ongoing commitment to learning and continuing professional development. (A,I)		✓	
<b>Experience:</b>			
Significant successful senior leadership experience in secondary education with sustained impact. (A,I)		✓	
Proven track record of improving school performance and outcomes. (A,I)		✓	
Experience of preparing schools for Ofsted and improving schools in their Ofsted rating. (A,I)		✓	
Experience of managing and developing senior leaders. (A,I)		✓	
Experience of leading multiple schools or working across a system (e.g. MAT, local authority). (A,I)			✓
Experience as an Ofsted Inspector or HMI. (A,I)			✓
Successful experience of driving school improvement. (A,I)		✓	
<b>Knowledge:</b>			
In-depth understanding of the secondary education system and policy landscape. (A,I)		✓	
In-depth understanding of Ofsted frameworks. (A,I)		✓	
Detailed knowledge of effective school improvement practices across school trusts and academies. (A,I)		✓	
Significant understanding of research underpinning school improvement. (A,I)		✓	
Extensive knowledge of effective strategies to impact on school standards. (A,I)		✓	
Extensive knowledge of curriculum development, implementation, evaluation and effective assessment approaches. (A,I)		✓	
Knowledge of curriculum, assessment and accountability frameworks. (A,I)		✓	
Strong understanding of safeguarding and statutory requirements. (A,I)		✓	

Assessment criteria - evaluated from application form (A) and / or interview (I)		Essential	Desirable
<b>Skills:</b>			
Ability to set a clear vision and inspire others. (I)		✓	
Strong decision-making and problem-solving skills. (A,I)		✓	
Ability to manage complexity and drive change. (A,I)		✓	
Excellent interpersonal and communication skills. (A,I)		✓	
Ability to influence at all levels, including senior stakeholders. (A,I)		✓	
Skilled in negotiation and relationship-building. (A,I)		✓	
Strong data analysis and interpretation skills. (A,I)		✓	
Skilled in using a range of techniques to ensure effective collaboration across schools. (A,I)		✓	
Ability to translate insight into effective action. (A,I)		✓	
Strong coaching and mentoring skills. (A,I)		✓	
Ability to build high-performing teams. (A,I)		✓	
<b>Other:</b>			
Willingness to travel across schools/sites. (I)		✓	
Commitment to safeguarding and promoting the welfare of children and young people. (A,I)		✓	





461 staff



3298 pupils

## Our Trust

Our vision and mission define our purpose.

**Our vision:** 'Empowering futures; for a better tomorrow'

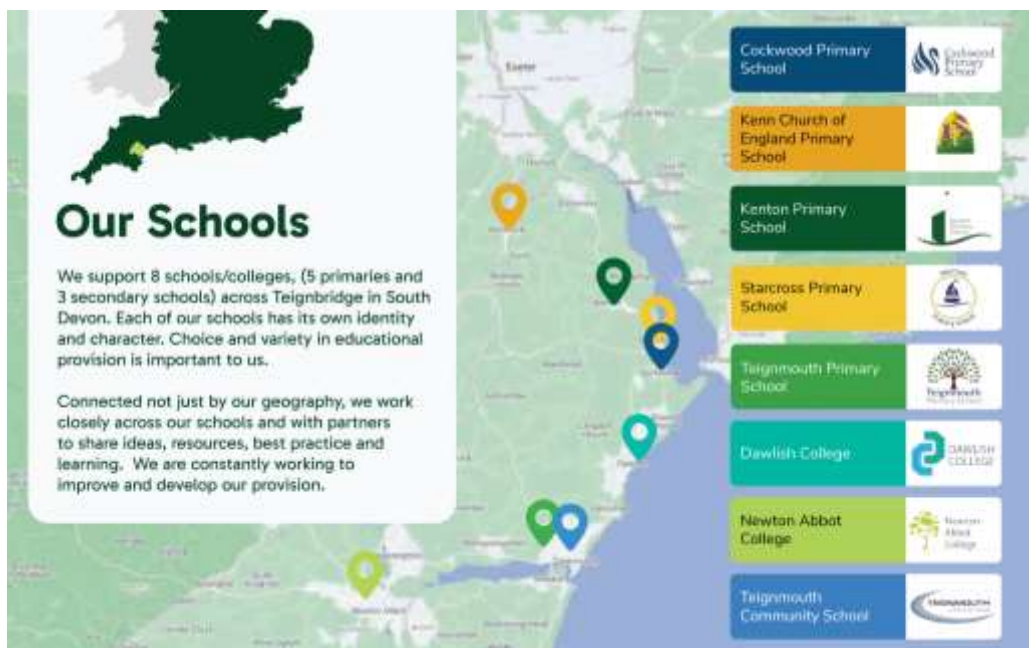
Our vision describes what we would like to accomplish. It is future focussed, setting our long-term goal for both pupils and ourselves. We believe that through our work we can change lives. This inspires and motivates us to be better every day.

**Our why:**

Our mission describes why Ivy exists: 'To deliver an ambitious, high-quality, inclusive education'.

**Our how:**

Our values are what makes us, us. Whilst our schools have their own unique identities, our values are what we have in common, they guide us in how we approach our work and empower us to be successful.



## Be Ivy. Our values:



Being Ivy. Through our behaviours we bring our values to life every day:

### Courage

- Be bold
- Take chances
- Seize opportunities
- Take ownership

### Compassion

- Listen to learn
- Be kind to self
- Be kind to others
- Take care of the world around you

### Collaboration

- Stronger together
- Support others
- Many schools; one Trust
- #TeamIvy

### Commitment

- Work hard
- Give it everything
- Be consistent
- Be accountable

If our values resonate with you, we would love to hear from you.

Thank you for taking the time to read about our Trust.