



Director of Leadership
and Professional
Development



Improving Outcomes Transforming Lives Enabling Social Mobility

Welcome from the CEO

Thank you for showing an interest in our pupils, our schools, and our Trust. This is an exciting time to join Orion Education. We are a forward-looking group of schools on a mission to improve outcomes and transform lives.



Simon Garrill
Chief Executive Officer

Thank you for taking the time to look, and for showing an interest in one of the roles in our schools. In a long career in education, starting out as an English teacher, I have loved the fact that I get to work with some fantastic young people and a group of like-minded professionals who have a real passion for their work and share the same values. There aren't many professions where that is the case.

We are driven by our desire to do the best for our young people. Our reason to exist is to improve outcomes, transform lives and enable social mobility. Our values of trust kindness and endeavour underpin our work, and we succeed through ensuring a healthy culture and academic rigour. This emphasis on leadership involves nurturing a robust pipeline of leaders deeply committed to our values and mission. Collaborative partnerships are integral to our goals, as we seek to forge strong partnerships to amplify our impact.

At Orion Education, we take pride in the work that we do to develop our teachers and our leaders. Our approach to instructional coaching and leadership development has been recognised nationally. We are at the forefront of a coaching model that supports you in making the most of your career. Our expectations of ourselves and each other are high. In return we offer you unrivalled professional development, so that you can fulfil your own ambitions. Finally, I am extremely grateful for your interest in our Trust. We are moving forward at a rapid rate and it's an exciting time to join us.

Simon

Our Four Critical Questions

**Why do
we exist?**

To improve outcomes, transform lives and enable social mobility.

Trust • Kindness • Endeavour

**How do we
behave?**

**What do
we do?**

We create a strong network of schools which transform the lives of students by enabling them to achieve high educational and personal goals, regardless of their background.

Through a clear backbone,
strong culture, academic
rigour and smart systems.

**How do we
succeed?**

The Orion Backbone

Mission & Values

All schools share the trust four critical questions. We exist to improve outcomes, transform lives and enable social mobility.

Curriculum

The curriculum within our schools is designed around our principles of focused, coherent, sequenced, and inclusive. Where we can enhance collaboration and reduce workload, we standardise some elements. However, teachers do adapt the curriculum based on the needs of the students in their class.

Assessment & Feedback

Our assessment and feedback calendar captures the rhythm of our assessment and data collection. Data driven instruction and responsive teaching ensure that formative assessment is central to pedagogy.

Safeguarding & Attendance

Safeguarding is the responsibility of all. Our standardised approach to safeguarding and the support that we give our schools ensures that all children are kept safe. External reviews scrutinise the work that we do.

Quality Assurance

Our school workflow captures the rhythm of the work that we do. We undertake regular cycles of structured monitoring to ensure that our schools are accelerating the progress of the students in their care.

CPD

We allocate 7 training days to the teachers in our schools. All our teachers take part in instructional coaching. In addition, we provide enhanced levels of training for our leaders to develop their expertise in their current role and to prepare them for their next role.

Workload

Schools are expected to streamline workload as much as possible. We limit the number of assessment points within our calendar and ensure that teachers do not undertake unnecessary administrative tasks.

Teaching

Teaching is responsive to the needs of pupils. Our lesson framework based on the Rosenshine principles helps teachers to frame learning. However, we understand that each lesson will be different and will be designed to meet individual needs of pupils with adaptive teaching.

Behaviour & Routines

It is essential that we have the highest expectations of behaviour within our schools. Good discipline and order are the foundation upon which pupils learn. Our common culture rubric and our behaviour, along with a codified approach to routines ensures that our schools are great environments in which to learn and teach.

SEND

Adaptive teaching is at the core of our approach to meeting the individual needs of pupils. We share best practice and undertake annual reviews of SEND to ensure that pupils make progress. All our schools are open and welcoming places for pupils with SEND.

Performance & Appraisal

We share a common approach to performance management and appraisal by providing a highly supportive and professional environment. Our talent programme ensures that colleagues who are talented and ambitious to progress are supported to do so.

Operations

We take pride in running our schools well. Governance, IT, estates, finance, communications, and marketing are all within our Backbone.

The Orion Backbone provides clarity on the elements of our schools that are standardised or aligned.

Our Schools

There are currently four secondary schools and four primary schools within the Trust. Four of the primary schools and three of the secondary schools are located within Bromley, South East London. A further secondary is close to Canterbury in Kent. These schools include:

Secondary Schools



**Orion
Eden Park**

11 - 18



**Orion
Spires**

11 - 16



**Orion
Coopers**

11 - 18



**Orion
Ravensbourne**

11 - 18

Primary Schools



**Orion
Blenheim**

4 - 11



**Orion
Mead Road**

4 - 7



**Orion
Ravensworth**

4 - 11



**Orion
Scotts Park**

4 - 11

Candidate Charter

Orion Education wants every candidate to have an informed, engaging and positive experience, and to support this we've created our Candidate Charter which outlines our commitment to you.

Our Commitment to You

- **Transparency** we will treat you with respect, honesty and fairness
- **Protecting your privacy** we'll ensure your information is secure and handled sensitively
- **Understanding** you'll be given everything you need to make informed decisions
- **Showcasing** talent we'll provide a good opportunity for you to share your skills, experience and potential
- **Feedback** we will provide constructive feedback professionally and promptly
- **Listening** we welcome feedback and we'll act on what you have to share
- **Inclusivity** our hiring decisions align with our commitment to create a high quality, diverse workforce

We Will

- Provide you with clear, accurate and timely information
- Give you the opportunity to ask questions – and we'll ensure you get the answers you need
- Respond to enquiries promptly and usually within 24 hours during the working week
- Adopt a fair and consistent assessment process
- Make sure you have all the documentation and details you need for an interview, well in advance
- Provide you with real insight about what it's like to be part of our team
- Ensure all offers are fair and equitable
- Seek feedback on your experience at every opportunity, so we can continue to improve

In Return We Ask that You

- Be honest and upfront about your experience, aspirations and motivations
- Provide open and accurate information when submitting an application
- Always give yourself the best opportunity to succeed - research who we are and how we work
- Let us know if situations change in relation to your interest - and help us understand why
- Prepare yourself for interview and let us know how we can support you

Your Wellbeing at Orion Education

We know that, to achieve our vision, it is our people who will make the big difference. That is why we are continuously reviewing our wellbeing offering through the implementation of our wellbeing strategy.

Wellbeing Strategy

Our strategy aims to represent a commitment to an integrated approach to staff wellbeing that creates:

- a sense of belonging
- an environment and culture based on our vision, mission and values
- an environment where staff wellbeing is integrated into day-to-day practices
- an environment that recognises skills and encourages personal development
- encouragement and support for employees to develop and maintain a healthy lifestyle
- support for people with manageable health problems or disabilities to maintain access to or regain work
- improved staff satisfaction, recruitment and retention.

Our Commitment

- development of the Orion Education wellbeing charter
- protected time for PPA
- needs based flexible approach
- improving working lives through employment policies such as flexible working, absence management, menopause, mental health and dignity at work
- creating a safe place to work through health and safety strategy and initiatives
- ensuring that all line managers support staff through regular line management meetings
- decreasing the interval between treatment and return to work through occupational health referral and advice
- career development through continual professional development (CPD)
- personal support through the Employee Assistance Programme counselling service
- adherence to the rarely cover policy
- reducing workload through sharing best practice and agreeing smarter ways to work in line with the backbone.

Why work for us

Competitive salaries

We offer competitive salaries for both teaching and non-teaching staff based on the type and level of role you do with automatic pay progression for main scale teachers. Pay ranges are reviewed annually with our recognised unions.

Pension Scheme

All contracted members of staff will be automatically enrolled into a career-average pension scheme with either the Teachers' Pension Scheme or the Local Government Pension Scheme (whichever is appropriate). You don't pay tax or National Insurance on your contributions and Orion Education adds a generous employer contribution, which varies depending on your salary.

Professional Development

Key to our ongoing success our development programmes are second to none.

Our commitment to instructional coaching ensures a consistent approach to teacher development across our schools.

Our Trust conference, online CPD modules and in-school service training supports you to achieve your goals whatever they might be.

Additionally, our programme of Trust Twilights provides our teachers with opportunities for deliberate practice and curriculum development planning.

Our early career teachers benefit from weekly mentoring and coaching, alongside a thorough training programme and additional Trust-wide events.

We also have opportunities for practitioner research and access to an NPQ programme through National Institute of Teaching.

Benefits

For a full list of our benefits, please visit our website [Orion Education - Staff Benefits](#)

About The Role

Director of Leadership and Professional Development

Lead Orion Education's strategy for leadership and professional development, building the capability, culture and talent needed to deliver Strategy 2030 and improve outcomes for pupils.

The postholder will maintain and develop the Trust-wide model spanning leadership pathways, instructional coaching, teacher development, ECT and ITT provision, talent and succession planning.

They will lead the Orion StepLab Hub and maintain strategic partnerships with StepLab, Teach First, the National Institute of Teaching and other high-quality providers.

- Design and implement Orion's leadership development pathway, from aspiring leaders to executive leadership.
- Lead the Trust-wide professional development strategy, ensuring learning is evidence-informed, focused and aligned with school improvement.
- Establish and quality assure instructional coaching and deliberate practice across schools.
- Lead the Orion StepLab Hub, using participation and impact evidence to strengthen coaching and teacher development.
- Oversee ECT, ITT and early-career development, including the quality of mentoring, induction and placements. Develop fair and transparent approaches to talent identification, succession planning and internal progression.
- Maintain and enhance high-value partnerships with StepLab, Teach First, the National Institute of Teaching, universities and other providers.
- Translate improvement priorities into practical development programmes for leaders, teachers and support staff.
- Lead key Trust learning events and professional networks, ensuring clear purpose, strong delivery and measurable impact.
- Manage budgets, evaluate value for money and report clearly on implementation, impact, risks and next steps.
- Promote safeguarding, inclusion, social justice and equitable access through all professional development activities.

Success Measures

- A coherent leadership and professional development pathway is implemented across the Trust.
- Professional learning and coaching demonstrably improve practice, leadership and school capacity and outcomes
- ECT, ITT, StepLab and external partnerships are high quality, well used and provide value for money.
- Internal talent pipelines strengthen, succession risks reduce and retention improves.
- Staff experience professional development as focused, relevant, equitable and manageable.
- Executive leaders and Trustees receive clear assurance on impact, risks and priorities.

Job Description

Job Title	Director of Leadership and Professional Development
Closing Date	Wednesday 23 September
Interviews	Wednesday 30 September/Thursday 1 October
Salary	Competitive
Contract Type	Permanent
Working Hours	Full Time
Location	Trust-wide role working across Orion Education Academies and central team.
Reporting To	Initially to the CEO
Responsible For	Trust professional development leads; ECF / Early Career Teacher programme leads; instructional coaching leads; StepLab Hub activity; Trust network leads; professional development administration and coordination; external professional development partnerships; leadership development programme facilitators.

Job Purpose

Main Duties and Responsibilities

Leadership Development

- Design, implement and continually improve Orion's leadership development pathway, from aspiring leaders through to executive leadership.
- Build a clear leadership curriculum aligned with Strategy 2030, Orion's values and the capabilities required to lead high-performing, inclusive schools.
- Commission and deliver development programmes, induction and targeted support for leaders at different career stages.
- Work with the CEO, Directors, principals and executive leaders to identify Trust-wide leadership priorities and translate them into practical development.
- Evaluate the quality and impact of leadership development using participation, feedback, practice and organisational outcomes.

Professional Development and Coaching

- Lead the Trust-wide professional development strategy, ensuring learning is evidence-informed, focused, manageable and aligned with school improvement priorities.
- Establish, quality assure and strengthen instructional coaching and deliberate practice across Orion schools.
- Oversee ECT, ITT and early-career development, including the quality of mentoring, induction, placements and programme delivery.
- Support schools to turn identified improvement needs into coherent professional learning for teachers, leaders and support staff.

- Lead key Trust learning events such as the trust conference and professional networks, ensuring clear purpose, strong facilitation and measurable follow-through.

StepLab Hub and External Partnerships

- Lead the Orion StepLab Hub, setting its strategic direction, delivery model, quality standards and measures of impact.
- Use StepLab participation and impact evidence to strengthen coaching, teacher development and leadership practice across the Trust.
- Maintain and develop strategic relationships with StepLab, Teach First, the National Institute of Teaching, universities and other high-quality partners.
- Ensure external provision is aligned with Orion's priorities, adds value to internal capacity and provides demonstrable value for money.
- Represent Orion in relevant regional and national professional development networks, bringing back learning and opportunities for the Trust.

Talent and Succession

- Develop fair, transparent and evidence-informed approaches to talent identification, succession planning and internal progression.
- Work with senior leaders to identify critical roles, leadership capacity gaps and succession risks across the Trust.
- Create development opportunities that broaden experience, prepare colleagues for future responsibilities and strengthen retention.
- Monitor participation and progression to ensure equitable access to development for colleagues across roles, schools and career stages.
- Provide the Executive Team with clear intelligence on talent pipelines, readiness, retention and areas requiring intervention.

Leadership and Accountability

- Provide visible, credible leadership for professional development across schools and the central team.
- Lead and line manage relevant Trust professional development leads, programme leads, network leaders, facilitators and administrative support.
- Set clear expectations, plans and accountabilities for delivery, ensuring responsibilities are understood and followed through.
- Manage delegated budgets and resources, evaluate value for money and secure sustainable delivery.
- Report clearly to the CEO, Directors, Executive Team and Trustees on implementation, impact, risks and next steps.
- Promote safeguarding, inclusion, social justice and equitable access through all leadership and professional development activity.

Person Specification

Skills, Capabilities and Experience

Qualifications

Essential	Desirable
• Qualified Teacher Status. • Degree or equivalent qualification. • Evidence of continued professional development relevant to teaching, leadership, coaching or school improvement.	• Postgraduate qualification in education, leadership or related field. • Accredited coaching qualification or evidence of significant instructional coaching training. • NPQH, NPQEL or equivalent leadership development. • StepLab, Teach First, National Institute of Teaching or equivalent programme experience. • Evidence of engagement with national professional development networks.

Experience

Essential	Desirable
• Successful senior leadership experience in a school, trust or comparable educational organisation. • Proven track record of improving teaching, leadership or outcomes through professional development. • Experience of designing and leading professional development programmes. • Experience of instructional coaching or coaching-led teacher development. • Experience of developing leaders. • Experience of working with school leaders to support improvement. • Experience of using evidence and research to inform professional learning. • Experience of leading change across teams or schools. • Experience of building effective relationships with senior leaders.	• Experience of working across multiple schools. • Experience of working in a multi-academy trust. • Experience of leading professional development at trust, regional or national level. • Experience of leading or contributing to a StepLab Hub. • Experience of working with StepLab, Teach First, the National Institute of Teaching or comparable national partners. • Experience of ITT, ECF or NPQ delivery. • Experience of leading talent development or succession planning. • Experience of developing professional development partnerships. • Experience of system leadership beyond a single school.

Knowledge

Essential	Desirable
• Strong understanding of evidence-informed professional development. • Strong understanding of effective teaching, learning and classroom practice. • Strong understanding of instructional coaching and deliberate practice. • Knowledge of leadership development theory and practice. • Knowledge of implementation science and sustainable school improvement.	• Knowledge of StepLab and its use in instructional coaching. • Knowledge of Teach First and National Institute of Teaching programmes. • Knowledge of NPQ frameworks and national professional qualifications. • Knowledge of ITT partnerships and teacher training routes. • Knowledge of apprenticeship levy opportunities for professional development.

Essential	Desirable
• Understanding of how professional development contributes to pupil outcomes. • Understanding of curriculum, pedagogy, assessment and inclusion. • Knowledge of the Early Career Framework and teacher development pathways. • Understanding of the challenges facing schools and multi-academy trusts. • Understanding of talent management and succession planning.	• Knowledge of national education policy relating to teacher and leadership development.

Skills and Abilities

Essential	Desirable
• Highly credible educational leader. • Excellent communicator, both written and verbal. • Able to influence senior leaders through expertise, clarity and trust. • Able to design coherent programmes from complex priorities. • Able to turn strategy into practical implementation. • Able to build strong relationships across schools and with external partners. • Able to lead professional learning with confidence and authority. • Strong facilitation and presentation skills. • Strong analytical skills and ability to evaluate impact. • Strong organisational skills. • Able to manage competing priorities and work at pace. • Able to maintain professional discipline and attention to detail. • Able to work independently and as part of a senior team. • Able to represent the Trust externally with credibility.	• Skilled in coaching teachers and leaders. • Skilled in developing online or blended professional learning. • Skilled in using digital platforms to support professional development. • Skilled in developing evaluation frameworks. • Skilled in designing leadership programmes and learning pathways. • Skilled in partnership development and stakeholder management.

Personal Qualities

Essential	Desirable
• Strong alignment with Orion's values. • A deep commitment to social justice and educational equity. • Belief in the power of great teaching and great leadership. • Intellectual curiosity and commitment to evidence-informed practice. • Humility, credibility and professional warmth. • High expectations of self and others. • Ability to build trust quickly.	• Evidence of contribution to system leadership, professional networks or wider educational influence.

Essential	Desirable
• Ability to challenge constructively. • Determination to improve practice, not simply describe it. • Resilience and emotional intelligence. • Strong moral purpose. • Commitment to safeguarding and promoting the welfare of children and young people. • Commitment to developing others and growing leadership capacity across the Trust.	

General Responsibilities

- Act as a senior leader within Orion Education.
- Uphold and model the Trust's values and professional expectations.
- Contribute to the development and delivery of Strategy 2030.
- Attend senior leadership, Trust and governance meetings as required.
- Provide reports to the CEO, Directors of Education, Executive Team and Trustees as required.
- Work collaboratively with schools and central team colleagues.
- Maintain confidentiality and professional integrity at all times.
- Comply with all Trust policies and procedures.
- Undertake relevant professional development.
- Carry out any other reasonable duties appropriate to the level and scope of the post.

Orion Education is committed to safeguarding and promoting the welfare of young people and expects all staff and volunteers to share this commitment. All offers of employment are subject to an Enhanced DBS check and where applicable, a prohibition from teaching check will be completed for all applicants. Orion Education is fully committed to equality and to valuing diversity as an employer and a provider of education.

Orion Education

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