

<b>Job title</b>	<b>Specialist Lead Advisor (Teaching and Learning, with an English/Literacy focus – 11-19)</b>
<b>Service</b>	<b>School Improvement and Skills and Employability Service</b>
<b>Salary</b>	<b>TEP 13 Fixed Term for one year from Sept 2022</b>
<b>Reporting to</b>	<b>Head of School Improvement and Skills and Employability Service</b>

## Job purpose:

We are seeking to appoint an outstanding classroom practitioner with a proven track record of teaching excellence to become our Specialist Lead Advisor (Teaching and Learning)

You will be an outstanding teacher with middle or senior leadership experience, in a secondary school. You will be passionate about teaching and learning and have a specialism in English, and its delivery. You will provide teaching and learning support to schools and academies across Kent, creating resources, modelling outstanding practice and developing the quality of teaching so that standards continue to rise in our schools. You will also be expected to

The role will include short and long-term assignments supporting schools both in challenging circumstances and those moving from Good to Outstanding, delivering training and conferences and writing materials to support the development of teaching and learning in schools including the delivery of excellent English teaching. You will also play a key role in identifying countywide strategies for improvement and supporting wider collaborations. You will have a proven track record of success in improving attainment and progress across all stages in secondary education. You will be well-organised, energetic and a good team player.

What we are looking for:

- QTS and a relevant undergraduate degree
- At least 4 years' teaching experience, and at least 2 in a leadership role
- An understanding of curriculum requirements in English to A Level

**Please note:** This job description is provided to assist the job holder to know what his/her main duties are. It may be amended from time to time without change to the level of responsibility appropriate to the grade of post.

## **Annex A: Main accountabilities:**

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- 1.** Support, guide and motivate teachers in the development of teaching and learning, through modelling, training and structured continued professional development.
- 2.** Develop standards of teaching and learning in English in schools and academies.
- 3.** Develop subject networks, where necessary, to facilitate the sharing of ideas and good practice across the networks of schools.
- 4.** Monitor and respond to curriculum development and initiatives at national and local levels.
- 5.** Create resources and assessment materials that will support the improvement of teaching and learning across KS3, 4 and 5
- 6.** Create resources and assessment materials that will support the delivery of the English curriculum across key stages 4 and 5.
- 7.** Take a leading role in the development of practice to support the continued improvement of effective teaching and learning across all secondary schools.
- 8.** Develop, monitor and review the teaching and learning provision in terms of:
  - student progress through the analysis of performance data, using this information for planning and target setting across the academies
  - the quality of learning and teaching and responsibility for improved student outcomes
  - the development of appropriate programmes of study, resources, policies and assessment and learning strategies
  - lesson observation, work scrutiny and performance data analysis
- 9.** Identify, lead and organise training opportunities as appropriate across secondary schools
- 10.** Support the development of the traded offer within the service, increasing income through consultancy, training, and external contracts
- 11.** Mentor colleagues and encourage collaboration, cooperation and teamwork
- 12.** Keep up to date with current developments in your subject and disseminate information as appropriate

## Annex B: Person specification: Improvement Adviser

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The following outlines the minimum criteria for this post. Applicants who have a disability and who meet the minimum criteria will be shortlisted. Applicants should describe in their application how they meet these criteria.

	<b>MINIMUM</b>
<b>Qualifications</b>	<ul style="list-style-type: none"> <li>• Qualified Teacher Status, including relevant degree</li> <li>• NPQSL/NPQML or equivalent</li> </ul>
<b>Experience</b>	<ul style="list-style-type: none"> <li>• Management of curriculum development, teaching and learning or a Key Stage</li> <li>• Clear evidence of leading a team to accelerate progress</li> <li>• Existing leader within a secondary setting</li> </ul>
<b>Skills and abilities</b>	<ul style="list-style-type: none"> <li>• Strategic vision for raising standards in the subject area</li> <li>• Outstanding classroom performer</li> <li>• Effective manager</li> <li>• Ability to manage change</li> <li>• Ability to develop effective relationship and teams</li> <li>• Strong communication skills, including written, oral and presentation skills</li> <li>• Excellent organisational skills</li> <li>• Ability to prioritise, meet deadlines and work under pressure</li> </ul>
<b>Knowledge</b>	<ul style="list-style-type: none"> <li>• Substantial knowledge of the education and training field</li> <li>• Thorough understanding of current educational, learning and skills reforms</li> <li>• Knowledge of working with a wide range of external organisations at a strategic level and direct influence of the decision making process</li> </ul>
<b>Personal qualities</b>	<ul style="list-style-type: none"> <li>• Can do approach and coaching others</li> <li>• Self confidence</li> <li>• Team player</li> <li>• Pro active</li> <li>• Creative thinking</li> </ul>

## Annex C: Company values and expectations:

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At The Education People we are guided by our shared values:

- **Moral Purpose:** We are driven by our shared moral purpose to do all that we can, both directly and indirectly, to improve educational outcomes and life chances.
- **People First:** We are committed to always putting people first: our staff, clients and partners, and above all, the people we serve.
- **Stronger Together:** We believe in the power of partnership and collaboration, understanding that the very best outcomes are delivered only when we embrace challenge and work together – with each other, our clients and partners.
- **Excellence:** We strive to excel in the delivery of high quality services that produce lasting outcomes: balancing pace, precision, practicality and cost.
- **Spirit of Innovation:** We have a restless curiosity; we embrace every opportunity to learn, to challenge the status quo, and to seek to set new standards for outcomes and delivery.
- **Integrity:** We expect the highest standards of professionalism and integrity of ourselves and others, acting at all times within the ethical framework of our values.

