

**SHIRELAND COLLEGIATE ACADEMY
WATERLOO ROAD, SMETHWICK, B66 4ND**

Assistant Principal (Behaviour Lead)

Salary: L14-L18 (£55,064 - £60,755)

Required for September 2019

Innovation and tradition combine at Shireland Collegiate Academy to produce a truly exceptional Academy.

Shireland Collegiate Academy is the founding academy of Shireland Collegiate Academy Trust. We are a growing MAT that has an excellent track record for improving the quality of education that students receive. Shireland Collegiate Academy is an oversubscribed Academy that continues to be the school of choice in the local area.

We are seeking to appoint a dynamic person to lead on behaviour at our Academy. The post will involve leading a team of non-teaching staff who support the development of positive behaviours in the Academy. In our latest Ofsted inspection HMI described the behaviour of students as “impeccable” and we have continued to build and develop our offer since then.

The successful candidate will report to the Principal and the Director of Student Services and should believe in the value of an inclusive school that aims to support all students and be prepared to think innovatively and creatively to find solutions to support students.

The Shireland Collegiate Academy Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment.

For an informal discussion please contact our HR Director Melanie Adams on 0121 565 8811

Closing date: 8.00am Tuesday 9 April 2019

Interviews: Friday 12 April 2019

More information about the Academy and Application Forms are available from our website: www.collegiateacademy.org.uk

Job Description

Post: Assistant Principal (Behaviour Lead)

Reports to: Principal & Director of Student Services

Salary: L14 to L18

Purpose

To challenge educational and social disadvantage by working with the Principal and Senior Leadership Team to lead a healthy Academy in order to achieve the highest possible standards and prepare all our students to lead successful lives.

Duties and Responsibilities

- Live the mission and values every day.
- Be a highly visible, consistent and supportive presence in and around the Academy; serve the staff and students.
- Promote an aspirational culture which motivates everyone to work collaboratively, share knowledge and delivers exceptional outcomes.
- Implement and model strategies that secure high standards of teaching, student behaviour and attendance.
- Strategically lead decision-making and contribute to consultation procedures.
- Ensure effective planning, allocation, support and evaluation of work undertaken by teams and individuals, ensuring clarity.
- Work to safeguard and protect children in collaboration with other agencies as appropriate.
- Create and maintain an effective partnership with students and families to support and improve students' achievement and personal development.
- Monitor, evaluate and review practice and promote improvement strategies.
- Contribute to the evaluation of the academy's performance and identify next steps.
- Build an effective team.
- Hold self and others to account.
- Manage own workload and that of others.
- Treat team members with equity and respect and be proactive in supporting all team members regardless of their need.
- Take time to listen to the views of team members.
- Endeavour to be able to deputise and backfill functions across the academy.
- Support students throughout the day by fulfilling pastoral responsibilities.
- Participate in, and lead, coaching; work in effective partnership with other leaders in the Trust.

- Engage fully in the academy appraisal process to fulfil personal potential and be able to participate effectively in the implementation of the Academy's goals and improvement plan.
- Attend and lead meetings / training and carry out administrative tasks and duties as specified on the academy calendar.
- Consistently implement all Academy policies.
- Report any safeguarding concerns immediately to a Designated Safeguarding Lead.
- Carry out any other reasonable duties as requested by the Principal.

This job description is not necessarily a comprehensive definition of the post. It will be reviewed annually.

Person Specification

Assistant Principal (Behaviour Lead)

Attributes	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> • Qualified Teacher Status • Good honours degree • Willingness to undertake all relevant training. 	<ul style="list-style-type: none"> • Relevant CPD • Post-graduate study
Experience	<ul style="list-style-type: none"> • Values driven • Strong teaching ability backed up by good and outstanding outcomes • Significant impact as a middle leader • High quality culture, curriculum or assessment development 	<ul style="list-style-type: none"> • Working in an inner-city area of high deprivation • Working in a high-performing school • Whole-school leadership
Knowledge & Skills	<ul style="list-style-type: none"> • High expectations which motivate and challenge students and staff • Excellent subject, curriculum and assessment knowledge • Accurate analysis, interpretation and understanding of data • Behaviour management to ensure a disciplined and joyful culture • Commitment to safeguarding • Leadership in large group settings • Communicate with clarity • Ability to lead by example • Hold others to account • Support colleagues to bring out the best in them • Ability to prioritise and manage work load efficiently • Good judgement • Build effective relationships with families 	<ul style="list-style-type: none"> • Understanding of what makes a Dixons academy different and successful • Strong line management / coaching of teachers • Simplify complex issues and develop innovative solutions

<p>Character</p>	<ul style="list-style-type: none"> • Strong moral purpose and drive for improvement • Mission-aligned • Humble and kind • Motivated, enthusiastic and flexible • Excellent interpersonal skills; presence • Good sense of humour • Desire to develop yourself • Ability to give, receive and act on feedback • Strong attention to detail and clarity • Ability to work under pressure • Commitment to the full life of the academy 	<ul style="list-style-type: none"> • Willingness to offer extra-curricular provision
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Attributes	Essential	Desirable	How identified
Qualifications	<ul style="list-style-type: none"> • Qualified Teacher Status • Good honours degree 	<ul style="list-style-type: none"> • Relevant CPD • Post-graduate study 	<ul style="list-style-type: none"> • Application • Certification
Experience	<ul style="list-style-type: none"> • Values driven • Strong teaching ability backed up by good and outstanding outcomes • Significant impact as a middle leader • High quality culture, curriculum or assessment development 	<ul style="list-style-type: none"> • Working in an inner-city area of high deprivation • Working in a high-performing school • Whole-school leadership 	<ul style="list-style-type: none"> • Application • Interview • References
Knowledge and skills	<ul style="list-style-type: none"> • High expectations which motivate and challenge students and staff • Excellent subject, curriculum and assessment knowledge • Accurate analysis, interpretation and understanding of data • Behaviour management to ensure a disciplined and joyful culture • Commitment to safeguarding • Leadership in large group settings • Communicate with clarity • Ability to lead by example • Hold others to account • Support colleagues to bring out the best in them • Ability to prioritise and manage work load efficiently • Good judgement • Build effective relationships with families 	<ul style="list-style-type: none"> • Understanding of what makes a Dixons academy different and successful • Strong line management / coaching of teachers • Simplify complex issues and develop innovative solutions 	<ul style="list-style-type: none"> • Application • Interview • References
Character	<ul style="list-style-type: none"> ✓ Strong moral purpose and drive for improvement ✓ Mission-aligned ✓ Humble and kind ✓ Motivated, enthusiastic and flexible ✓ Excellent interpersonal skills; presence ✓ Good sense of humour ✓ Desire to develop yourself ✓ Ability to give, receive and act on feedback ✓ Strong attention to detail and clarity ✓ Ability to work under pressure ✓ Commitment to the full life of the academy 	<ul style="list-style-type: none"> ✓ Willingness to offer extra-curricular provision 	<ul style="list-style-type: none"> ✓ Application ✓ Interview ✓ References