



Vacancy Pack

Trust Improvement Officer - with responsibility for Professional Development and Safeguarding (Secondary or Primary Specialists Considered)



Aletheia

Academies Trust





Our Vision
Our Schools
Our Central Team
The Post
About You
Vacancy Information
The Application Process

Our vision

Aletheia schools welcome those of all faiths and none and are proud of the inclusive nature and diversity of each cohort. Aletheia schools are motivated by Christian values to serve our communities by improving the life chances of local children. Our schools seek to embody the experience of community, where gifts are shared, where the emphasis is on what can be contributed and where each is given according to need. At the heart of the Aletheia vision are the belief in educational excellence and the belief that Aletheia is called to serve pupils, staff, parents and the local community by providing places where children and young people develop and thrive intellectually, socially, culturally and spiritually.

AAAT will deliver its vision by:

- Developing a Trust for all ages /phases of education, with member schools working in partnership and learning from each other.
- Promoting an ethos based on a belief in the value and potential of every student to achieve excellence academically and in their wider studies and become fully the best person they can be.
- Pursuing educational excellence, so that outcomes for all learners are as good as they can be.
- Creating strong leadership at all levels that impacts effectively on academy performance.
- Providing a sustainable model to support a self-improving school system.

Our Schools



Saint George's Church of England School

Number of pupils: 1146

[Click here for the Saint George's school website](#)



Shorne Church of England Primary School

Number of pupils: 210

[Click here for the Shorne school website](#)



St Botolph's Church of England School

Number of pupils: 449

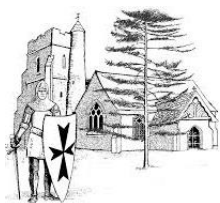
[Click here for the St Botolph's school website](#)



Stone St Mary's Church of England Primary School

Number of pupils: 635

[Click here for the Stone St Mary's school website](#)



Sutton-At-Hone Church of England Primary School

Number of pupils: 409

[Click here for the Sutton-At-Hone school website](#)



Horton Kirby Church of England Primary School

Number of pupils: 264

[Click here for the Horton Kirby school website](#)



Rosherville Church of England Primary School

Number of pupils: 143

[Click here for the Rosherville school website](#)



Holy Trinity Church of England (VA) Primary School

Number of pupils: 488

[Click here for the Holy Trinity school website](#)



Cliffe Woods Primary School

Number of pupils: 392

[Click here for the Cliffe Primary school website](#)



Halling Primary School

Number of pupils: 344

[Click here for the Halling Primary school website](#)

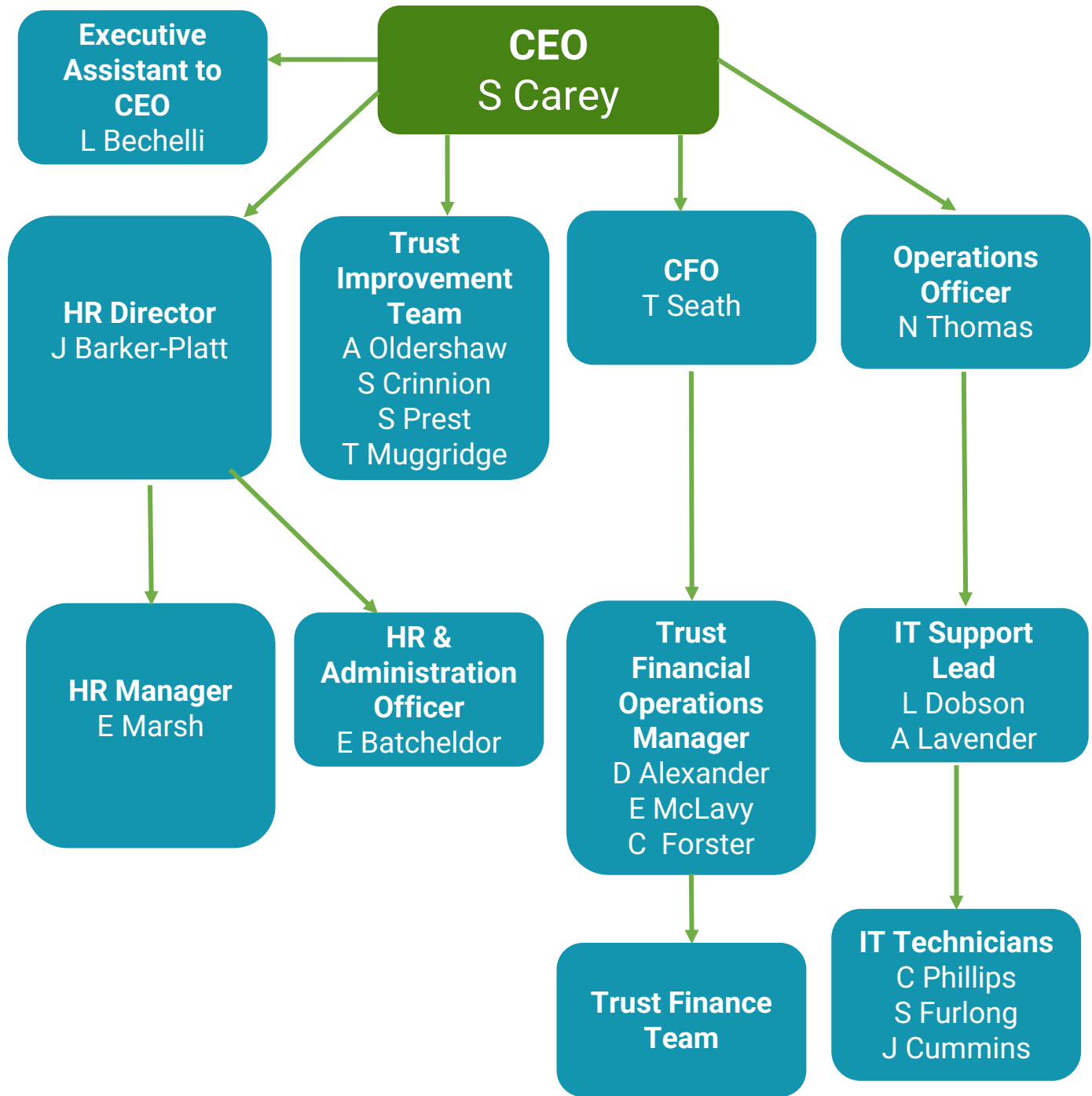


Sedley's Church of England Primary School

Number of pupils: 94

[Click here for the Sedley's Primary school website](#)

Our Central Team



Trust Improvement Officer- Job Description

Salary:	Leadership pay scale
Contract type:	Permanent
Reporting to:	CEO/Trust Improvement Team
The role:	

Aletheia Academies Trust (AAT) believes in investing in our people. We aim to inspire, motivate, and empower every professional to embrace lifelong learning and positive outcomes for pupils. Aletheia want all our staff to contribute to and benefit from exceptional levels of continuous professional development, high-impact peer support and evidence-informed practice. This Trust wide position will play a significant role in driving this agenda. The successful candidate will join a dynamic and collegiate central school improvement team with whom they will work to construct, deliver, coordinate and source high-quality CPD and strategic safeguarding oversight based on the needs identified by the AAT community.

To act as the Professional Mentor for the Trust with overall responsibility for ensuring that an effective programme is in place to support and professionally improve all AAT staff. The role holder also needs to coordinate the Trust safeguarding model and provide support and challenge to all schools in relation to their safeguarding practices.

Key Accountabilities

- To lead on Trust-wide Continuous Professional Development (CPD) inc. NPQs, ECT, ITT, HLTA and wider induction processes across the Trust.
- To Develop and provide a strategic oversight of safeguarding across all trust schools.
- To carry out, when required to do so, the duties of a senior leader and class teacher as set out in the current School Teachers' Pay and Conditions of Service Document. This includes carrying out such reasonable duties as the CEO, or their designate, may reasonably delegate.

Shaping the Future

- Audit requirements of CPD needs in accordance with Trust and school improvement plans
- In agreement with the Executive Team, plan and co-ordinate the delivery of CPD
- Manage ITT recruitment: work with the HR director to arrange open days, promote teacher training within the local area, support ITT providers with recruitment events/visits
- Act as the initial point of contact for prospective trainees and liaise with school leaders to ensure all induction and other arrangements are in place to the highest possible standard
- Work with HR Director to Ensure that the Trust is providing an effective induction programme for all staff.
- Liaise with KMT, KTSH, Teach First and any other ITT providers to ensure that support and training is in place for all trainees giving them the best possible support as they start their new careers.
- Seek and manage funding opportunities to support the development of all staff.
- Work with HR Director to develop and refine the AAT People Strategy.

Leading Teaching and learning/CPD

- Research, create and source up to date, stimulating and high quality CPD which is based upon effective pedagogy and high standards
- Lead, establish, cascade, and embed creative responsive and effective approaches to the Quality of Education
- Monitor, evaluate and review CPD outcomes and promote improvement
- Ensure all support staff across the Trust have access to and engage with relevant CPD

Trust Improvement Officer- Job Description

Trust Safeguarding

- Oversee the Trust wide strategy for Safeguarding
- Develop Trust wide DSL Best Practice Team who can support and develop each other
- Lead and support on quality assurance and compliance for safeguarding across the trust
- Develop an annual safeguarding review cycle
- Maintain an understanding of current educational issues and legislation to ensure the trust is kept at the forefront of national agendas relating to Safeguarding
- Work with school DSLs to provide support, challenge and training where required

Managing and leading teams:

- To act as professional ITT and Early Careers Lead, guiding and supporting school leaders
- Set high expectations of all new and trainee staff
- To establish a positive, collaborative working relationship with school leaders across the Trust to support the development of trainees, ECTs and new staff
- To ensure the successful completion of assessment, recording and reporting requirements for all trainees and ECTs, in partnership with school leaders
- Regularly meet with school leaders to ensure consistency of practice
- Co-ordinate the effective operation of Trust Best Practice Teams.

Managing Policy and planning:

- Report on the induction of new staff and all teacher training programmes
- Be fully aware of the teacher standards and other relevant school policy (code of conduct, performance management, safeguarding)
- Remain up to date with all policy and legislation regarding ITT, ECTs and teacher induction and share information with school leaders
- Review the Trust ECT Policy annually
- Liaise directly with the Chief Finance Officer to ensure accurate budgeting across the Trust for CPD and ITT

Person Specification – Trust Improvement Officer

Essential

- Qualified Teacher Status and good Honours Degree.
- Evidence of leading successful school-wide initiatives.
- Be excited and imaginative about seizing opportunities to raise the aspirations of the entire trust community.
- Experienced in monitoring and evaluating school performance.
- Ability to think strategically and creatively, analyse problems, reach judgements and find resolutions.
- Confident oral and written communicator who can represent the trust in any forum.
- Ability to interpret and use a range of data and apply it to inform and improve whole school pedagogy, tracking and intervention to enable significant impact on school improvement.
- To have the highest possible aspirations for all students and an unwavering commitment to improve standards and outcomes for young people.
- To have the highest possible expectations of all colleagues and to be able to inspire, challenge and influence senior leaders.
- To be a role model at all times for students and staff.
- Empathy with, and keenness to contribute to, the ethos of the trust to further the powerful sense of community.
- Experience of contributing to school Self Evaluation process.

Desirable

- Significant experience of leading staff to track progress, plan appropriate intervention and deliver outstanding outcomes.
- Leading and designing school improvement strategies.
- Ability to use and disseminate all relevant performance data to identify strategies for improvement with clearly identified success criteria.
- Ability to set targets for improvement.
- Ability to interpret national trends and explain the implications to a range of stakeholders.
- To have the ability to inspire others and unlock leadership potential so that leadership across the trust is consistent and sustainable.
- Experience of successful senior leadership, particularly in school improvement.

The Trust's Child Protection Policy can be viewed at <https://aat.uk/about/policies/>

The Trust's Policy Statement on the Recruitment of Ex-Offenders can be viewed at <https://aat.uk/recruitment/>

The Application process:

Trust Improvement Officer - with responsibility for Professional Development and Safeguarding (Secondary or Primary Specialists Considered)

Willing to consider both Full-time or Part-time

Leadership: L12-L16 £58,105 - £64,225 per annum (pro-rated for part-time hours)

Required for: Easter 2023 or September 2023

An exciting opportunity has arisen for a candidate of exceptional ability to join the Executive Team of Aletheia Anglican Academies Trust, implementing school improvement strategies to achieve the highest outcomes for children at all of our Trust schools. The successful candidate will deliver, coordinate and source high-quality CPD and strategic safeguarding oversight across the AAT community.

We would love to hear from you if you:

- want to work in a supportive and caring environment
- are committed to enabling every student to achieve the very best they can
- are an ambitious professional

Please download an application pack below or at <https://www.aletheiaacademies-trust.org.uk/join-aletheia-academies-trust/vacancies> and return your application by email to hr@aletheiaacademies-trust.org.uk

- **Closing Date: Tuesday 31st January 2023**
- **Interview Date: Week commencing 6th February 2023**

Aletheia Academies Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff, volunteers and governors to share this commitment. All successful candidates will be subject to an enhanced DBS check along with other relevant employment checks, including overseas criminal background checks where applicable. Our policy statement on the recruitment of ex-offenders can be found on our website. All new employees, volunteers and governors will be required to undertake safeguarding training on induction which will be regularly updated in line with statutory guidance.

The Trust's Child Protection Policy can be viewed at <https://aaat.uk/about/policies/>

The Trust's Policy Statement on the Recruitment of Ex-Offenders can be viewed at <https://aaat.uk/recruitment/>