

Curriculum Advisor - Primary (Science and Foundation Subjects)

Leigh Academies Trust



More than just a job. More than just an employer.

Leigh Academies Trust is a dynamic, vibrant multi-academy trust, founded in 2008. Today we encompass 31 academies across Kent, Medway and South-East London.



LEIGH
Academies Trust

Simon Beamish

BA (Hons) MSc PGCE NPQH NLE FCCT

Chief Executive
Leigh Academies Trust



Welcome

Through a model of education that creates a network of inspirational and inclusive academies that share the same values, the Trust provides the drive for educational improvement and dynamic transformation. All of the academies work closely and collaboratively together, along with our partners, seeking to exploit the key educational philosophy of human-scale education. To maximise the levels of achievement across each of our learning communities, all activities are focused on improving the life chances of the young people in our care.

As of 1st September 2023, our Trust comprises 31 geographically organised academies (15 secondaries, 14 primaries and 2 special) educating over 20,000 students, and employing 3,000 talented staff. Nearly 40% of our academies are judged outstanding overall by Ofsted, versus 15% nationally. The Trust is establishing four 'clusters' of academies: North Kent; Central Kent; South East London; Medway. In addition, the Trust is responsible for one of the region's biggest initial teaching training organisations, a large teaching school hub and is an accredited apprenticeship provider. Our future plans are found in our [Vision 2030](#) document available on our website.

We are now recruiting for the post of Curriculum Advisor - Primary (Science and Foundation Subjects). The successful candidate will be one of our leading professionals in this specialist area across the whole Trust, providing

strategic support to subject and senior leaders across the primary age range. The role will focus on curriculum development and innovation in line with the best evidence-based research, our commitment to IB programmes and the Ofsted Framework. You will report directly to the Trust's Senior Curriculum Advisor for Primary and will be part of a team of thirteen Curriculum Advisors, each leading on a different curriculum area. You will be based at our Strood Head Office, but will inevitably want to spend a good deal of your time visiting our academies to provide the strategic support necessary to raise standards.

We are looking for a curriculum expert in primary with exceptional subject and curriculum knowledge. You will be involved in supporting teachers and leaders to develop the quality of their curriculum and its delivery, assessment and engagement beyond the classroom. You will currently be an experienced, outstanding subject leader or senior leader with an excellent academic/professional background in primary education. You will be a high-performing professional with a strong commitment to raising standards across the board for students. This is a unique opportunity and one of the most exciting job opportunities for career progression and satisfaction in our Trust today. We look forward to appointing a dynamic individual with ideas, skills and dedication to make our primary team even stronger.

Vacancy

We are now recruiting for a new post of Curriculum Advisor - Primary (Science and Foundation Subjects). We are looking for a curriculum expert in primary with exceptional subject and curriculum knowledge. You will be a high-performing professional with a strong commitment to raising standards across the board for young people. This is a unique opportunity and one of the most exciting job opportunities for career progression and satisfaction in our Trust today. We look forward to appointing a dynamic individual with ideas, skills and dedication to make our primary curriculum even stronger.

The role itself offers superb career development and training opportunities for the successful candidate. Having proven yourself already as an excellent teacher and leader, you will be joining one of the UK's largest and best-established multi-academy trusts with a brief across the whole organisation. Others will look to you for advice and expertise; the impact you can have in this post will be highly significant. Key responsibilities will focus on curriculum design, improving the quality of teaching and securing the best outcomes for pupils. We are extremely well-placed to assist you in achieving your ambitions based on excellent performance.

We wish to hear from you if you want to change our education world and are:

- an enthusiastic, energetic and ambitious leader with a track record of success;
- a motivational and inspirational leader with high expectations of staff;
- confident and able to communicate a clear vision;
- approachable and keen to work with staff across the Trust to ensure wide success;
- able to develop excellent relationships with all stakeholders.

What we can offer you:

- a highly-competitive salary;
- an exciting LAT career path with opportunities for further progression
- access to a great range of employment benefits from day one. [Click here](#) to view the current benefits package, and be mindful that the list is always growing.

| | |
|-----------------------|---|
| Position | Curriculum Advisor - Primary (Science and Foundation Subjects) |
| Location | Leigh Academies Trust |
| Responsible to | Senior Curriculum Advisor - Primary |
| Basis | Permanent, Full-Time |
| Commencement | April 2024 (or later for an exceptional candidate) |
| Salary | £55k - £60k (more for an exceptional candidate), plus performance bonus |

Application Process

Naturally, we are seeking to appoint the best possible candidate and therefore the application process will reflect our desire to undertake all necessary measures to achieve this.

On the basis that interested candidates will be keen to discuss the post before application, you can arrange a call by contacting Kayleigh Goldstone (PA to the Senior Curriculum Advisor for Primary) - kayleigh.goldstone@latrust.org.uk. Please ensure you offer Kayleigh a range of dates when you are available in your initial email to ensure we can coordinate for both you and Rob Gallagher.

Suitable and interested candidates are invited to complete an online application detailing why they are suitable for the role.

To submit an application in full, please do so online via the following link;

[Curriculum Advisor - Primary \(Science and Foundation Subjects\) \(Leigh Academies Trust\) Online Application](#)

If you have any queries on any aspect of the application process or need additional information please contact Charlotte Herberts (Recruitment Coordinator) on **01634 412 245** or charlotte.herberts@latrust.org.uk.

The academy is committed to safeguarding children and successful candidates will be subject to an Enhanced DBS check. Our commitment to safeguarding is underpinned by robust processes and checks which are in place across the Trust.

| | |
|---|--------------------------|
| Closing date for applications | Sunday 4th February 2024 |
| Shortlisting date | Monday 5th February 2024 |
| Interviews and assessment activities | Friday 9th February 2024 |



2

Job Profile

Role: Curriculum Advisor - Primary (Science and Foundation Subjects)

Reporting to: Senior Curriculum Advisor - Primary

Supporting the strategic development of academies within assigned curriculum(s) area and acting as the lead professional within varied curriculum areas across the Trust.

Core Purpose

- To design and implement best practice and cost-effective models of curriculum delivery across the Trust.
- To support academies to develop syllabuses, resources, unit plans and assessment policies in the designated curriculum area.
- To support academies to raise standards of student attainment and achievement across the Trust.
- To develop standards of teaching and learning across academies in line with best-practice research-based principles.
- Support, guide and motivate teachers and other adults promoting a positive staff culture, good practice and continuing professional development.
- Develop opportunities to share ideas and strategies across the Trust that positively impact classroom learning, enabling students to make good or better levels of progress.
- Develop the Trust competitions and co-curriculum for sport in primaries and special academies
- Monitor and respond to curriculum development and initiatives at national and local levels.
- To contribute to decision-making and policy across academies.
- To contribute to the development of academies by

being aware of and promoting wider awareness of current and future educational developments in areas of specific responsibility.

- To work with senior leadership teams to develop and monitor the standards of teaching and learning across academies.
- To work with senior leadership teams to ensure the provision of an appropriately broad, balanced, relevant and differentiated curriculum for students, in accordance with the aims of the academies.

Strategic Direction

- Take a leading role in the development of policy and practice within an assigned curriculum area to support the continued improvement of effective teaching and learning across all Trust academies.
- Analyse and interpret relevant data, research and other documentation to inform future practice, expectations and teaching methods.
- Contribute to monitoring the progress made in implementing subject plans and achieving targets, evaluate the effect on teaching and learning, and use this analysis to guide further improvement.
- Working with other Curriculum Advisors, ensure consistently high standards in the quality of curriculum intent, implementation and impact across Trust academies.
- Support, promote and strengthen the Trust's various IB curriculum programmes.

Staff Development

- Identify, lead and organise training opportunities as appropriate across academies.
- Act as a coach/mentor to colleagues and



encourage collaboration, cooperation and teamwork.

- Keep abreast of current developments in your area and disseminate information as appropriate.
- Identify group and individual training needs and provide support for colleagues in areas of responsibility.
- Develop a network of subject professionals across the Trust and lead regular network meetings to promote best practices.
- Promote the use of new technology to support learning in line with the Trust's digital strategy.
- Support regular moderation processes to ensure that assessment is accurate in the designated curriculum area.
- Assist staff in designated curriculum areas to prepare for and manage Ofsted inspections.

Safeguarding of students and Duty of care

All staff, regardless of role, level of seniority and location, have a responsibility to ensure the highest levels of safeguarding and promoting the welfare of our pupils, and we expect all our staff and volunteers to share this commitment. We must collectively create an environment where children feel safe to learn, play, and grow. Children should feel comfortable in their surroundings and know that they can approach any responsible adult with any problems or concerns.

All staff must be able to identify any children who are at risk of harm, and know the characteristics of abuse or neglect. If you suspect or confirm harm then it's essential you know what actions to take.

Annual safeguarding training is offered to all staff at Leigh Academies Trust, and it is the staff member's responsibility to be aware of the most up to date

guidance documented in the Keeping Children Safe in Education document (Department of Education).

Notes

The job description allocates duties and responsibilities but does not direct the particular amount of time to be spent on carrying them out and no part of it may be so construed. This job description is not necessarily a comprehensive definition of the post. It will be reviewed at least once a year and may be subject to modification or amendment at any time after consultation with the holder of the post.

The duties may be varied to meet the changing demands of the academy/business unit at the reasonable discretion of the Principal/Director. This job description does not form part of the contract of employment. It describes the way the post-holder is expected and required to perform and complete the particular duties as set out in the foregoing.

3

Person Specification

We seek to recruit talented individuals who can not only help to build the success of our academies but also people who are engaging and passionate about everything they do. The person specification is related to the requirements of the post as determined by the job description. You should refer to these requirements when completing the application.

Essential

Desirable

Education & Qualifications

- Qualified Teacher Status, including relevant degree
- Evidence of appropriate professional development
- Willingness to continue professional development
- NPQSL/NPQML or equivalent

Knowledge & Understanding

- Ability to use comparative data, benchmarking and target-setting data
- Ability to effectively evaluate and plan for improvement
- Knowledge of effective teaching, learning and assessment methods
- Understanding of effective leadership
- Highly developed knowledge of relevant
- Knowledge of new technologies and use of a learning platform to support learning and teaching

Experience

- Experience in management of curriculum development or a Key Stage
- Clear evidence of leading a team to accelerate progress
- An existing senior leader within a relevant setting

Essential

Desirable

Skills & Attributes

- Effective manager
- Outstanding classroom performer
- Strategic vision for raising standards
- Ability to manage change effectively
- Ability to develop effective relationships and teams
- Strong communication skills
- Excellent organisational skills
- Willingness to contribute to the leadership of academies as required
- Ability to prioritise, meet deadlines and work under pressure

Teaching & Learning


- Excellent classroom practice
- Development of a range of teaching methods
- Experience in raising academic standards
- Experience in monitoring classroom performance
- Evidence of the impact of coaching/support for individuals

Motivation & Personality

- Positive and optimistic
- Sense of accountability
- Good sense of humour
- A constant drive for improvement
- Ability to motivate colleagues and students
- Excellent attendance record
- Able to work professionally as part of a team

Additional Requirements

- Flexibility
- Deep understanding of current educational issues
- Willingness to contribute towards the wider ethos of the Trust
- Support senior leadership team as necessary in ensuring the effective running of academies

The background is a solid blue color. A thick yellow line starts from the left edge, goes down, then right, then up, and then right again, forming a stepped shape in the upper left. A thick white line starts from the right edge, goes down, then left, then down, and then left again, forming a stepped shape in the lower right. Another thick yellow line starts from the left edge, goes down, then right, and then down, forming a stepped shape in the lower left.

All of our academies
work closely and
collaboratively together,
along with our partners,
seeking to exploit the key
educational philosophy of
human-scale education.

4

Benefits at Leigh Academies Trust

At Leigh Academies Trust, we want to provide you with a rewarding and enriching career and to help you to reach your full potential, both professionally and personally. As an employee of Leigh Academies Trust, here is a taster of the great benefits you can receive from day one;

- An open and collaborative working environment, not just within your academy but also across the Trust where innovation is encouraged
- A career in an organisation that values individuality and diversity
- Dedicated focus groups to ensure we have the optimal working environment in all aspects.

Professional development opportunities

- Regular training and access to a range of internal and external programmes tailored to your learning needs throughout your career
- Educational sponsorship (application required)
- Opportunities for career progression as we are willing and able to support moves from one academy to another.

Financial

- A competitive salary for both teaching and non-teaching staff whereby pay progression is possible on an annual basis, following successful performance
- Access to a highly attractive pension plan
- Neyber platform – support provided to build your financial confidence and support when needed with Neyber loans
- Access to a range of benefits and discounts that are sourced specifically for our staff.

Well-being

- Full-time associate staff receive 25 days annual leave plus bank holidays which increases to reflect your length of service
- The chance to work with a company who received a 'Gold' Workplace Wellbeing Award for the last two years
- Wellbeing champions and access to Mental Health First Aiders
- 24/7 access to a free Employee Assistance Programme to provide confidential advice and guidance
- Student Wellbeing support from our Educational Psychologist team
- Personal resilience and Wellbeing courses
- Access to our Wellbeing platform with a range of ever evolving benefits
- Wellbeing campaigns.

Facilities

- Great school buildings with many state-of-the-art facilities across our academies, providing positive working environments
- Free/discounted gym access
- Free car parking at every site
- On-site catering with great food, all reasonably priced for staff (with the option to buy evening meals so you don't have to cook!)
- Social networking opportunities across the trust to create new relationships both inside and outside of the work setting.

5

An overview of the Trust you'd be joining

Leigh Academies Trust is a non-profit making charitable company limited by guarantee, based in Strood, Rochester, Medway. The Trust exists to support and assist schools to build upon their existing strengths and to help them achieve educational transformation. It has significant experience in running schools, and today includes both sponsored academies and schools which have chosen to convert to academy status.

The Trust was formed in 2008 with the linking of The Leigh Technology Academy and Longfield Academy under one governing body. It now encompasses over 20,000 students, between the ages of 2 and 19, in 31 primary, secondary and special academies, across Kent, Medway, Bexley and Greenwich. Nearly 40% of academies are judged outstanding versus 15% nationally.

Leigh Academies Trust – Our Values:

- We care – about our pupils through our human scale approach to education, our staff and their well-being and the communities that we serve, driven by our high ideals and strong moral values.
- We have boundless ambition – to achieve excellence for all and create confident young adults with high levels of resilience and integrity.
- We work together – as one team in the belief that we are greater than the sum of our parts. We foster an enterprising culture through collaboration and in close partnership with industry and other educators.
- We keep getting better – using our 'can-do'

attitude towards continuous improvement and innovation.

Trust Advantages:

- Expert central services for finance, HR, IT, facilities and business functions.
- Innovative approaches to teacher recruitment and retention.
- Fast track development of leaders for internal promotion opportunities.
- Central reserves protect individual school budgets.
- Substantial investment in cross-Trust initiatives to improve teaching and learning.
- Close collaboration between senior leaders across the Trust.
- Integration of primary and secondary approaches into all-through education.
- Adequate scale to design and test new ideas.
- High quality strategic governance with wide business and professional experience.
- Robust delivery models as government policies, rules and measures change.

**Our Mission:
Education for a better world**

Leigh Academies Trust
Carnation Road
Rochester, Kent
ME2 2SX

t: 01634 412 263

e: talent@latrust.org.uk

www.leighacademiestrust.org.uk



LEIGH
Academies Trust

Designed and produced by Marketing Services | e: marketing@latrust.org.uk | t: 01634 412227

v2:08.2022