



Washwood Heath  
Multi Academy Trust

## **JOB DESCRIPTION**

### **Director of School Improvement**

#### **Core Purpose**

To provide strategic leadership and management across all schools in the Multi Academy Trust having overall accountability for the direction and standards in each school as directed by the CEO.

**Responsible to** CEO/MAT trustees

#### **Working with CEO**

1. Deputise for the CEO in their absence, as agreed with him/her and/or the Directors
2. Provide reports for the Directors and Local Governing Body's on progress in schools across the trust
3. Investigate and evaluate local and national strategies to accelerate improvement across the trust and in individual schools
4. Work to publicise the trust and develop its local, national and international profile
5. To work with the CEO to develop/maintain the strategic vision for the MAT
6. To ensure that the performance of all schools in the MAT is at least Good (OFSTED framework)
7. To lead, motivate and inspire everyone within the schools to deliver its mission statement
8. To translate the vision for the trust into agreed objectives and operational plans in collaboration with the leaders in each school and the CEO
9. To ensure that all the resources are deployed to raise achievement and attainment in all schools in accordance with the Strategic Plan and as agreed with the CEO/trustees

10. To ensure the appropriate learning environment is created and maintained in each school
11. To develop and maintain external links which will enhance, secure and develop the curriculum, teaching and learning experience across the secondary schools/Trust
12. To lead in building the reputation and public profile of the schools within the MAT

### **Teaching and Learning**

1. To lead in the use of data to ensure that across all schools in the trust, data is used to identify strengths and weaknesses and that improvement planning is used to build on strengths and eliminate weaknesses
2. To ensure that, through effective professional development of all staff, the quality of lessons is in continuous improvement with the aim of an increasing percentage of outstanding lessons
3. To ensure high expectations and demanding targets across the trust.
4. To monitor, challenge, review and hold to account each school and in doing so achieve agreed outcomes
5. To create a culture within which under-performance is challenged at all levels

### **Self and others**

1. To ensure that performance review is an effective and managed strategy for developing all within the schools, with training and development at the core of improvement in line with Business Plan
2. Lead the dissemination and sharing of best practices across the schools
3. To embody the culture of high expectations as a model for all those in the MAT
4. To ensure that planning support and evaluation of all teams and individuals is effective and targeted at learning and improvement
5. To be the leading learner in the academy through own practise and through high standards and targets for personal growth

### **The organisation**

1. To ensure equity and transparency in all aspects of the organisation across the schools within the MAT
2. Provide support for and extend the capacity to the leadership for and of the schools
3. To ensure plans and policies are grounded in evidence based judgements focused on continuous improvement
4. Nurture and grow the talent within the schools to the benefit of the trust and the schools
5. To recruit high quality staff and deploy appropriately within the schools across the MAT

## Accountability

1. To stand accountable to the CEO for the performance of all schools
2. To secure a climate across the trust which supports and enables collaboration
3. To ensure individual staff accountabilities are clearly defined, understood agreed and recorded
4. To hold to account the Heads of Academy in the MAT for the performance of their schools
5. To ensure student, parents and others in the learning community understand their roles and responsibilities
6. To work with the CEO to enable them to meet their statutory responsibilities
7. To be accountable to the CEO for the financial and physical resources and the statutory requirements relating to them

To adhere to the ethos of the Trust

- To promote the agreed vision and aims of the Trust
- To set an example of personal integrity and professionalism
- Attendance at appropriate stakeholder meetings

### **OBSERVANCE OF ALL TRUST POLICIES WILL BE REQUIRED**

Signed: \_\_\_\_\_ (post-holder)

Signed: \_\_\_\_\_ (Chief Executive Officer)

Date: \_\_\_\_\_