



## **Application Pack**

## **Professional Learning Lead Partner (Leadership and Teaching)**

## **Education Achievement Service (EAS)**

**Date:** July 2022

# Dear Applicant

An exciting opportunity has arisen for a Professional Learning Lead Partner at the South East Wales Education Achievement Service (EAS).

We are an ambitious organisation looking to appoint a highly effective leader to join our professional learning team. The role offers a unique opportunity to shape and develop professional learning in education, particularly around leadership and teaching. The successful candidate, will provide additional capacity, to our supportive, creative and innovative team.

The EAS aims to ensure excellent leadership, teaching and provision in schools and settings across the region to inspire and motivate all our young people to be the best they can be.

This pack provides you with information on the role and responsibilities of the Professional Learning Lead Partner and details about the application process.

The information provided is designed to help you participate fully in the selection and appointment process, and to assist you in providing the information we need to understand how you meet the requirements of the role. After reading the information, we hope you will feel encouraged to apply.

If you would like to discuss any aspect of the role please contact Deb Woodward, Assistant Director (Leadership & Teaching) on 07904 644832 or by email at [deb.woodward@sewaleseas.org.uk](mailto:deb.woodward@sewaleseas.org.uk).

Yours sincerely

Deb Woodward  
Assistant Director (Leadership & Teaching)

# About the Education Achievement Service for South East Wales

## Regional Context

The EAS is the school improvement service for the five local authorities (LAs) in South East Wales (Blaenau Gwent, Caerphilly, Monmouthshire, Newport and Torfaen). The EAS is a not-for-profit company limited by guarantee. It is owned by the five councils who each nominate a Director for the Company Board.

A centralised model of service delivery has been adopted across the South East Wales region and this has enabled efficiencies to be realised, economies of scale to be secured, particularly in relation to avoiding duplication of functions and the ability to secure a range of educational expertise within the region. The talent and expertise that resides in schools within and beyond the region is incentivised and used effectively to support professional learning and school improvement activity.



# Key regional facts and figures

- The number of pupils of compulsory school age within the region in 2021 was **73,324**. This represents **19.3%** of all pupils in Wales.
- There are **237** schools within the region, including **21** Welsh medium primary schools, **3** Welsh medium secondary, **17** Roman Catholic and **11** Church in Wales schools.
- The percentage of pupils of compulsory school age who are eligible for free school meals (FSM) is **24.8%**. This level of eligibility is the second highest of the four regional consortia with Central South Consortium highest with **25.1%** (PLASC, 2021).
- In the region, **10%** of people aged three and over say that they can speak Welsh compared to the Wales average of 19% (2011 Census, ONS).
- The percentage of pupils aged 5 or over from an ethnic minority background is **11.8%**.
- Based on local authority reported numbers (March 2021), **847** children in the region are looked after (LAC) by a local authority and attend a school in the region. An additional 54 Looked After Children are educated in schools in England. (This data is no longer collected in PLASC).





**Our vision and values underpin everything we do in our day-to-day practices and interactions with our key partners, the wider educational community, and our staff.**

## **Our Vision**

Supporting and enabling schools and education settings to thrive as effective learning organisations, learning from each other and the wider educational community.

## **Our Core Values**



**Integrity:** Doing what is right and delivering what we promise by providing a high support and high challenge environment.



**Innovation:** We promise an innovative culture and attitude. We will challenge and aim for excellence in all we do.



**Collaboration:** We value everyone and work together to achieve our vision.

## JOB DESCRIPTION

### POST IDENTIFICATION

<b>Post Title:</b>	Professional Learning Lead Partner (Leadership and Teaching)
<b>Salary:</b>	Soulbury 17 – 20 (23 inclusive of SPAs)
<b>Location</b>	Tredomen Gateway, Ystrad Mynach
<b>Responsible to:</b>	Assistant Director (Leadership and Teaching)

### JOB PURPOSE

To secure improved standards of education and pupil outcomes across the schools in the region, with a particular focus on the development of professional learning to support pedagogy and leadership:

- Contributing to the management, promotion, communication, and organisation of the Professional Learning Offer for the region.
- Delivering the professional learning agenda for wider system reform.
- Delivering regional and national strategies to support schools in raising standards of teaching and leadership.
- Developing effective partnerships with external organisations, to include Higher Education Institutions, to support the development of professional learning programmes.
- Designing and delivering collaboration models within and beyond the region and capturing impact of this work.
- Contributing to and learning from the outcomes of the regional research strategy.
- To provide line management, as appropriate to the role.

### KEY RESULT AREAS

The development of the following results areas with a particular focus on the development of professional learning to support pedagogy and leadership:

- To contribute to the formulation, implementation, monitoring, and evaluation of the Business Plan identifying, analysing, and responding to changing trends, patterns of demand and performance issues, as necessary.
- Supporting the work of the EAS teams and linked school networks ensuring effective support is provided to all schools.
- To implement the findings of research outcomes in line with the regional strategy.

- To contribute fully to the risk management processes of the organisation, as appropriate.
- To contribute to the implementation of the agreed Quality Assurance protocols within each LA and to ensure that the EAS contributes effectively to the self-evaluation systems within each LA linked to school improvement outcomes.
- Securing effective communication and collaboration between EAS service teams and wider cross regional working.
- To contribute to the delivery of consortia responsibilities relating to preidentified school improvement grant(s) and the impact on pupil outcomes, provision, and leadership.
- To ensure planned developments in each of the support programmes are:
  - Matched to the needs of national and regional policy and to the needs of schools and staff.
  - Rooted in the uses of school to school sharing of good and best practice.
  - Maximising the links with HEIs at the design and delivery stage and through accreditation, as appropriate.
  - Take full account of linking regional approaches e.g. SLOs;
  - Presented to schools and staff in a way that consistently reflects the high quality of the EAS service.
  - Have measurable impact measures that are intrinsic to their design.
- To actively foster and develop positive relationships with partners, including schools, HEIs, other middle tier organisations and WG.
- To support the development, analysis and delivery of school performance systems and data ensuring outcomes are timely, relevant, and fit for purpose.
- Demonstrable leadership skills in motivating and encouraging creativity, innovation and measured risk taking to improve company outputs and ensure the team has impact.
- To produce reports and information in a variety of formats for both internal committees, service users and the public on issues relating to quality and audit.
- Acts as an ambassador for the consortium, locally, regionally, and nationally, ensuring the work of the EAS is promoted, understood, and recognised.
- To ensure the provision of high-quality support and training opportunities at regional, school, and individual teacher level to secure the professional development of leaders, teachers, and support staff.

## DETAILED TASK PROFILE

The development of the following results areas with a particular focus on the development of professional learning to support pedagogy and leadership:

- To actively contribute to the development of the EAS' strategic direction, vision, and values.
- To measure the progress of EAS operational plans ensuring progress is published to all key stakeholders in a timely and appropriate manner.
- To promote and develop a strong corporate focus and a coherent corporate culture across within the team.

- To provide inspirational and professional leadership to the workforce, strengthening skills and competence and fostering a strong culture of standards, performance, and accountability.
- To contribute to the continuing development of the EAS organisation, management, vision, and values in the interests of efficiency, effectiveness, economy, and equality.
- To support an ethos across all areas of Leadership and Teaching to enable a multi team approach to all areas of business need.
- To lead on the development of successful collaboration of services across schools and other regional consortia.
- Identify and disseminate good practice through a range of initiatives, including the partnering of schools to support one another and, where appropriate, the commissioning of expertise from beyond the consortium.
- Responsible for reviewing research related fieldwork, validating collected data, authoring reports, and communicating the outcomes to all stakeholders.
- The delivery of consortia responsibilities relating to preidentified regional school improvement grant(s) and the impact on pupil outcomes.
- Identify, evaluate, recommend, document, and communicate best practices and operating models to drive EAS, LA and school performance.
- Ensuring the professional development needs of those in the team are met.
- To be accountable for personal performance, through meeting agreed personal targets and through undertaking planned programmes of professional development.
- In conjunction with SLT, prepare for statutory inspection visits through the provision and update of key documentation and the regular assessment of performance in relation to statutory and organisational obligations.
- To work closely with SLT on identifying and actioning specific audit projects to be delivered within agreed timescales.
- To liaise closely with all similar postholders in regional consortia to support benchmarking.
- Ensuring that the provision of evidence and information to enable Local Authorities to receive prompt and timely feedback and reporting on the work and performance of their schools.

## GENERAL

- Will be required to work out of different locations, to suit the requirements of the business.
- Will be required to work flexibly and vary working hours, to suit the requirements of the business.
- To carry out duties placed on employees by the Health and Safety at Work Act 1974.
- To comply with relevant aspects of the Welsh Language Measure (2011), Equality Impact Measures and to ensure compliance with the General Data Protection Regulations (GDPR).
- To work within the Company's policy and procedures in respect of equal opportunity and anti-discriminatory practices and to observe confidentiality in all aspects of work.



- To react positively and flexibly to change and to have a 'can do' attitude demonstrating a willingness to undertake training and development opportunities to improve skills.
- To undertake any other duties and/or times of work as may be reasonably required of you, commensurate with your grade or general level of responsibility within the organisation, at your place of work or based in any other establishment.

## Person Specification

	ESSENTIAL	DESIRABLE
<b>QUALIFICATION</b>	<ul style="list-style-type: none"> <li>▪ Degree or equivalent professional qualification.</li> <li>▪ Management qualification or equivalent leadership experience.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Evidence of continued professional development.</li> <li>▪ Post Graduate qualifications relevant to the post title.</li> </ul>
<b>KNOWLEDGE</b>	<ul style="list-style-type: none"> <li>▪ Excellent knowledge and understanding of the range of policy and operational issues confronting the consortium.</li> <li>▪ Excellent knowledge and up to date understanding of legislative and statutory obligations which affect the provision and delivery of a quality service.</li> <li>▪ Excellent understanding of National Policy linked to service area.</li> <li>▪ Excellent understanding of school leadership and effective pedagogical strategies.</li> <li>▪ Excellent knowledge of education performance data.</li> </ul>	
<b>SKILLS</b>	<ul style="list-style-type: none"> <li>▪ A track record of developing effective working links with elected members and external reference groups.</li> <li>▪ Excellent leadership and management skills.</li> <li>▪ Excellent communication, both oral and written and excellent interpersonal skills and able to present to a large audience.</li> <li>▪ Be creative and have highly developed problem-solving negotiation and decision-making skills and be able to produce practical and innovative solutions.</li> <li>▪ High quality self-evaluation skills to inform decision making.</li> <li>▪ Ability to interpret advice/ statute and to devise policy/ practice in the light of these.</li> <li>▪ Proven report writing skills.</li> </ul>	<ul style="list-style-type: none"> <li>▪ The ability to speak and write Welsh.</li> </ul>

	<ul style="list-style-type: none"> <li>▪ Proven ability to liaise with statutory agencies e.g. Welsh Government, Estyn etc.</li> <li>▪ The ability to work across, and manage, multi-disciplinary teams and of developing and maintaining good working relationships.</li> <li>▪ Ability to set targets, motivate and inspire staff to achieve targets.</li> <li>▪ Ability to prioritise responsibilities under pressure and be self-motivating.</li> <li>▪ Personal integrity and confidentiality.</li> <li>▪ Excellent time management skills.</li> </ul>	
<b>EXPERIENCE</b>	<ul style="list-style-type: none"> <li>▪ Experience of being a successful Headteacher or Deputy Headteacher.</li> <li>▪ Experience of developing autonomy and effective creative collaborations within and between schools and/or organisations.</li> <li>▪ Proven track record of appropriately supporting and challenging schools.</li> <li>▪ Experience of strategic policy making at a senior level with a proven track record of implementing strategies which cross service or professional boundaries.</li> <li>▪ Track record of establishing a strong performance culture including effective performance measures, the evaluation of service quality and improving service delivery which meets the needs and expectations of customers.</li> </ul>	

<p><b>OTHER</b></p>	<ul style="list-style-type: none"> <li>▪ The ability to work flexibly and effectively across all authorities within the region and with all stakeholders.</li> <li>▪ Ability to travel across and throughout the five Local Authorities and other locations as required.</li> <li>▪ Willing to attend occasional events and meetings at evenings and weekends.</li> <li>▪ Highly motivated, dynamic, and enthusiastic individual who can use their own initiative and is not easily discouraged.</li> <li>▪ The ability to work to deadlines in a pressurised and political environment.</li> <li>▪ The personal capacity to deliver rigour in all aspects of service delivery in the interests of securing better outcomes for learners.</li> <li>▪ The resilience to sustain the focus on improvement in the event of disengagement or resistance.</li> <li>▪ Awareness and sensitivity to the political context of this role, with an ability to maintain impartiality and manage political relationships.</li> </ul>	
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*The Education Achievement Service is committed to safeguarding and promoting the welfare of young people. Applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employers and the Disclosure and Barring Service.*



## How to apply

If you are interested in applying for this position, please complete an application form and submit by e-mail to [recruitment@torfaen.gov.uk](mailto:recruitment@torfaen.gov.uk).

**You are welcome to submit your application in English or in Welsh. Each application will be treated equally.**

**Closing Date: Friday 16 September 2022**

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***Thank you for your interest,  
we look forward to receiving your application.***

