



JOB DESCRIPTION

- Job Title:** Academy Improvement Lead 16-25
- Scale:** L12 – L16
- Job Location:** Ascent Academies Trust
- Responsible to:** Executive Head Teacher
- Job Purpose:** To lead improvements in 16-25 provision. To lead a Trust wide improvement team.

Teaching Commitment: 40%

MAIN DUTIES AND RESPONSIBILITIES

1. To fulfil all the requirements and duties as set out in the School Teachers' Pay and Conditions Documents relating to the Conditions of Employment
2. To be responsible for raising standards in 16-25 provision across the Trust
3. To meet the National Standards for Teachers
4. To achieve annual performance criteria, objectives and targets agreed with or set by the Executive Head Teacher in accordance with the requirements set out in the School Teachers' Pay and Conditions Document.

Specific

1. To support the strategic direction and leadership for all 16-25 students and the impact on positive outcomes for pupils.
2. Maintain a commitment and partnerships among pupils, staff and parents to the academy's mission in partnership with the Executive Head Teacher
3. To support the development and the delivery of relevant aspects of the Academies' Improvement Plans and the Trust's strategic plan. To contribute to the review & evaluation of 16-25 and outcomes across the Trust.
4. To lead on research and ground breaking initiatives across the Trust ensuring an innovative and creative approach for 16-25 education
5. To secure appropriate and sustained funding for delivery of 16-25 education
6. To work with external partners to meet all quality requirements

7. To ensure quality outcomes for all pupils across the Trust in relation to a key area of responsibility.
8. To lead in the development of teachers' planning and evaluation of 16-25 education Trust-wide.
9. To develop the quality work related learning experiences in 16-25 education
10. To ensure a clear and effective transition pathway is identified and supported for all students
11. To have strategic oversight for split site delivery of 16-25 education
12. Contribute to the academies' self-evaluation through rigorous monitoring and review of 16-25 and participate fully in the Performance Management process, holding teachers to account and where necessary manage under-performance.
13. To contribute to the Academic Board, providing clear information, analysis and evaluation.
14. To develop, inspire and motivate effective teams in order to raise standards across the Trust.
15. To improve all aspects of 16-25 through training, modelling, coaching and mentoring others.
16. To work towards relevant quality marks (e.g. careers mark etc) that impact positively on outcomes for learners.
17. To develop, keep up to date and implement relevant policies.
18. Ensure equality of opportunity for all.
19. To carry out duties with full regard to the Trust's Equal Opportunities and Racial Equality Policies in the terms of employment and service delivery to ensure that colleagues are treated and services delivered in a fair and consistent manner.
20. To comply with health and safety policy and systems, report any incidents/ accidents/ hazards and take pro-active approach to health and safety matters in order to protect both themselves and others.
21. These duties are neither exclusive, nor exhaustive and the post holder will be required to undertake other duties and responsibilities, which the Executive Head Teacher or Trust may determine from time to time.

The post holder must act in compliance with data protection principles in respecting the privacy of personal information held by the Trust. The post holder must comply with the principles of the Freedom of Information Act 2000 in relation to the management of Trust records and information. The post holder must carry out their duties with full regard to the Trust's Equal Opportunities Policy, Code of Conduct, Child Protection Policy and all other Trust Policies including the No Smoking Policy. The post holder must comply with the Trust Health and Safety rules and regulations and with Health and Safety legislation.

Author: Board of Trustees
Date: March 2016