

**North Tyneside Learning Trust
School Development Team
Job description: Leader of Local Leaders**

The North Tyneside Learning Trust is looking to second a practitioner to the role of Leader of Local Leaders within our School Development team. The role covers one day a week, with allowance for flexibility in the days to allow this to work around other commitments and school timetables. This is initially for a two year period. The main purpose of the role is to ensure that schools are connected to the appropriate programme of support delivered by our Local Leaders.

The role supports the following Trust priority:

- School Improvement

Through their role, the lead works closely with the School Development Lead and strategic partners and will include the following duties:

North Tyneside Learning Trust Schools

To provide effective school development support by:

- Planning and managing a programme of support delivered by our Local Leaders
- Deploying the Local Leaders across North Tyneside Learning Trust schools to offer appropriate support
- Evaluating the impact of the work of the Local Leader programme
- Compiling evaluation reports as and when required for the Trust leadership team
- Conducting needs analysis of schools to ensure the Local Leader programme meets the needs of schools across North Tyneside Learning Trust, adapting roles where appropriate.
- Working closely with the wider School Development team to ensure the Local Leader programme meets the needs of schools within North Tyneside Learning Trust
- Planning a programme of training for ECTs within the North Tyneside Learning Trust within the areas of the Local Leader programme
- Encouraging collaboration and sharing of good practice across the North Tyneside Learning Trust.
- Maintaining an overview of the wider offers regionally available to schools for Computing and connecting schools to the relevant organisation where appropriate.
- Providing support for the Local Leaders within North Tyneside Learning Trust
- Attending review meetings with the North Tyneside Learning Trust team.
- Carrying out any other duties commensurate with the nature and grade of the post

General

- To provide progress information on the partnership to the CEO, North Tyneside Learning Trust School Development lead and North Tyneside Learning Trust board as and when required
- To keep abreast of current developments in the teaching of computing and the use of digital technology and to disseminate to schools.

North Tyneside Learning Trust Leader of Local Leaders Person Specification

Essential

- Excellent practitioner with experience of leading others
- A sound knowledge and understanding of national, regional and local initiatives affecting the development of teaching and learning
- A sound knowledge of what supports effective CPD
- Ability to develop effective relationships with all colleagues
- Ability to identify areas for development and strategies for improvement
- Experience of delivering high quality CPD to schools and other groups
- Qualified Teacher status
- Good organisation and time management skills
- Good interpersonal skills and ability to communicate effectively, both orally and in writing
- A willingness to accept challenges and change
- Capacity for hard work and resilience
- Energy, commitment, self motivation and enthusiasm
- Ability to work on one's own initiative and to work as part of a team
- Ability and willingness to deliver CPD online
- Ability to analyse data to identify needs and prioritise actions

Desirable

- Experience of working with other key agencies and strategic partners.
- Ability to coordinate and manage an extensive programme of activities and training.
- Experience of delivering to networks.
- Experience of writing reports including progress reports and bid writing.
- Ability to identify areas of professional development in others and support to meet those areas.
- Experience of setting targets and managing developments.

Interpersonal Skills

Effective communication skills are essential. The post holder would liaise with colleagues, their line manager and headteachers to ensure efficiency of service and appropriate team approach to support.

Effective listening skills and an open, approachable demeanour are also essential as is the ability to engage and enthuse teachers and subject leaders through demonstration of positive influencing skills.

Physical skills

Must be able to meet the travel requirements of the post.

Work Conditions

The post holder will be based at Norham High School, North Shields and will travel to individual schools to deliver support, advice and training as required.