



Olive Academies

Director of Education

Olive Academies Trust

- £133,006 - £145,218
- Teachers' Pension Scheme
- OA benefits package

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To arrange an informal discussion or to visit the academy, please phone 01708 592717

About Olive Academies

Established in 2013, Olive Academies is a growing multi-academy trust, specialising in alternative provision. Comprising six academies in London, Kent and East of England, we provide education to children and young people between 7 and 16 who have been excluded, or are at risk of exclusion, from a mainstream school, and those who are unable to attend mainstream school due to medical needs.

We believe that every child and young person has right to learn and the ability to achieve. Our mission is to provide our pupils with creative, nurturing and inspiring learning opportunities which re-engage them in learning and transform their lives. This is reflected in our core values, which underpin everything we do:

- Conviction: everyone has the capacity to reach their potential
- Determination: not giving up on those who have not experienced success in their lives
- Ambition: all challenges can be overcome, and education is an important lifelong journey
- Reflection: learning from experiences and developing a capacity to improve further

In addition to our school-based provision, we support mainstream schools with outreach and specialist expertise – working towards our objective of preventing exclusions.

We employ over 120 members of staff, who all contribute to the success of our academies and the OA network as a whole. From teachers, trustees and senior leaders to administrators and support staff, everyone has a crucial role to play.

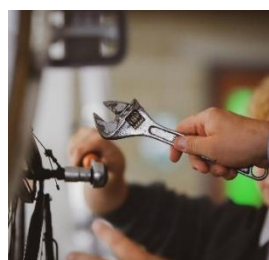
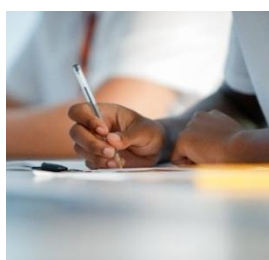
We truly value our staff and care about the support and development opportunities that are in place to help individuals fulfil their role. We actively encourage continuous professional development (CPD) and support our staff to participate in CPD activities, as well as providing a bespoke career pathway programme. We offer flexible working arrangements, provide numerous wellbeing initiatives and a well-rounded benefits package.

Working in alternative provision can be challenging but is also incredibly rewarding; this is your chance to play a part in improving the education and lives of some of the most vulnerable children and young people in the country.

If you have the experience and enthusiasm to join us on our journey, we would love to hear from you.

Thank you for your interest.

Mark Vickers MBE
Chief Executive



"Olive Academies is far removed from any mainstream setting. It allows for a **contemporary approach** to teaching and **supporting the individual** and diverse needs of young people. "

"I like the fact that **leaders are open-minded** and always **happy to listen.**"

"Working at Olive Academies is such a **rewarding opportunity**, supporting students with complex needs and **making a difference** in their lives where lots of people have given up on them."

"This is such a **special and unique** place to work."

"I love the **flexibility** that comes with working here. You can **tailor the curriculum** to suit the needs of each student. The young people we support experience many obstacles in their life and it is such a good feeling seeing students overcome these to **succeed in their learning.**"

Job description

We are looking for an experienced Director of Education who will support headteachers and the Academy Advisory Boards (AAB) in developing leading edge practice in teaching, learning, and curriculum development.

Responsibilities include:

- be a member of the Strategic Leadership Group (SLG) of the Trust
- share collective responsibility for ensuring the Trust achieves its aims, meets its objectives and reaches its targets
- co-develop the Trust's education strategy, working with headteachers, academy leadership teams, AAB, CPD providers and our HR, safeguarding and school improvement advisers
- bring strategic analysis, and supporting evidence, relating to the performance of individual academies, groups of students, and subject areas to SLG
- develop strategic recommendations based on the detailed analysis of performance across all areas; to inform the work of the SLG and the Trust Board
- provide the vision and leadership to develop a vibrant and appropriate curriculum offer that meets the needs of a diverse group of students that have found mainstream education challenging
- be relentless in the pursuit of high standards of student attainment, achievement and behaviour
- monitor and evaluate the work of the academies and build their capacity to improve through the mentoring, coaching, professional development and performance management of all staff involved in the support of our students
- identify examples of best practice within our academies, and from outstanding external providers, to ensure best practice is shared and embedded across the Trust
- undertake periods of interim and / or executive headship where a critical intervention may be required in an academy in the short term
- contribute to the ongoing development and implementation of the Trust's ethos, values and vision
- advise the CEO and SLG on all matters relating to the Trust's education strategy and the performance of individual academies
- support the director of finance, governance and compliance to ensure the Trust's recruitment, intervention and CPD strategies are properly costed and offer excellent value for money
- work with the director of operations to plan and develop the Trust's strategic approach to the use of technology and the application of computing in the Olive curriculum model
- take strategic responsibility for the development and delivery of the Trust's outreach programmes and to work closely with the director of finance, governance and compliance and director of operations to develop the offer for both existing and potential partners
- be highly visible in each of the academies and act as a conduit for communication between the Trust and the academy headteachers and leadership teams
- work collaboratively with academy headteachers to develop effective leadership at all levels within our academies

- support headteachers and the AAB in developing leading edge practice in teaching, learning, and curriculum development
- analyse individual academy performance, using data, professional judgement and leadership experience to identify areas for improvement
- monitor the impact of interventions and adjust as required
- hold headteachers and senior leaders to account for the performance of their academies to build outstanding leadership capacity
- work collaboratively with headteachers across our academies to provide appropriate balance of support, mentoring, coaching and challenge
- arrange and participate in academy reviews and support the senior leadership team to develop robust action plans to raise and maintain standards
- ensure academy improvement plans are ambitious, sharply focussed on the key priorities, and regularly evaluated to ensure they are on target
- critically analyse and interpret data from a range of sources to identify appropriate academy-wide improvement strategies and ensure challenging targets are set and achieved
- work alongside headteachers, deputy and assistant headteachers to review and refine approaches to the collection of student achievement data
- report to the CEO and SLG on academy performance, highlighting any concerns or potential risks and make recommendations for intervention
- undertake ongoing scrutiny of the work of individual academies and critically assess the impact of the leaders and teachers within it
- focus on pupil achievement to ensure the Trust strategies, interventions and systems are making a real difference
- ensure appropriate intervention strategies are put in place when needed so that academies meet their targets
- prepare academies for their Ofsted inspections and ensure self-evaluation is up-to-date, focussed and robust
- ensure the Trust policies and procedures are applied consistently across all academies
- work alongside headteachers to embed and maintain safer recruitment and safeguarding procedures
- support the director of finance, governance and compliance to ensure all appointments fit within the agreed staffing framework and follow the procedures for successful recruitment
- participate in the development of job descriptions and person specifications, support the recruitment process and be a member of interview panels for more senior posts
- ensure that our post-recruitment strategies such as induction, training and probation are rigorously implemented
- undertake observations of teaching and learning, engage with senior leaders and participate in work scrutiny to inform effective coaching and improved pedagogy
- model outstanding teaching and learning throughout the academies by developing and delivering expeditionary learning programmes
- secure and sustain effective teaching and learning across the academies by ensuring each headteacher or deputy headteacher has sound strategies for monitoring and evaluating the quality of education and standards of students' achievement

- ensure, where underperformance is identified, that our procedures for supporting staff are applied in a timely, rigorous and consistent manner
- ensure a high standard of professional development for all staff and for self by consistently delivering and modelling high quality CPD
- review with headteachers the collective outcomes of staff appraisals to develop a CPD programme appropriate to the needs of the staff and the academy improvement plan
- make annual recommendations on staff pay progression and ensure that each academy informs staff of decisions in a timely manner
- work closely with headteachers to ensure issues relating to absence, capability and conduct are dealt with consistently, fairly, promptly, and proportionately at academy level to mitigate risk to the Trust
- oversee the development of on-line teaching resources, including teaching materials and schemes of work, that can be shared across the Trust
- promote and safeguard the welfare of students
- chair and co-ordinate student disciplinary panels throughout the academies when appropriate
- work collaboratively with headteachers, senior leaders and external advisers to continuously monitor, review and develop each academy's curriculum offer to ensure it is responsive to the needs of the student population
- identify best practice to support the development of the curriculum for pupils with a diverse range of needs
- provide strategic support to pupil behaviour, welfare and development activities across the Trust
- take strategic responsibility for the application and monitoring of technology across the curriculum to enable students to become independent learners to drive up student outcomes
- lead the development of the functional aspects of IT and STEM to enable students to become technologically literate
- work with the director of operations to plan and develop the Trust's strategic approach to the use of technology and the application of computing in the Olive curriculum model
- lead the strategic development of OA's outreach services so the models currently being offered to schools in Suffolk can be replicated for potential new partners in Havering and Thurrock
- identify the root causes of underperformance
- develop, lead and co-ordinate OA's outreach services, ensuring the delivery of a high quality, inclusive practice training and support programmes for teachers and students in mainstream schools
- develop, in collaboration with the headteacher, a challenging and focused strategic academy improvement plan
- build each academy's capacity to improve and sustain improvements through strategic interventions, including taking on the short-term role of executive headteacher of an underperforming academy

Note: The duties above are neither exclusive nor exhaustive and the post holder may be required by the headteacher to carry out appropriate duties within the context of the job, skills and grade.

Person Specification

Measurements: A = Application, I = Interview, R = Reference, T = Task

Qualifications and Training

First degree or equivalent	A	Essential
DfE recognised qualified teacher status/Qualified Teacher Learning and Skills	A	Essential
Evidence of participation in recent Continuing Professional Development relevant to a strategic leadership post	A	Essential
NPQH	A	Desirable
A relevant post graduate qualification in education management and / or SEND	A	Desirable
Master's Degree or equivalent qualification	A	Desirable
SENDCo experience and qualification	A	Desirable

Abilities, Knowledge and Skills

Minimum of 10 years teaching experience	A	Essential
Minimum of 3 years headship or similar experience	A	Essential
The ability to provide dynamic, consistent and motivational leadership to ensure the successful delivery of the OA vision, ethos and overall education strategy (The Olive Way)	A,I	Essential
An exemplary leader who will be highly visible across the Trust and can demonstrate strong personal commitment to achieving excellence	A, I	Essential
A strong, flexible and collegiate leadership style when dealing with headteachers, senior leaders and advisory board members	A,I	Essential
Evidence of being an outstanding teacher and school leader with the ability to coach and mentor others to achieve, maintain and exceed professional standards	A,I,R	Essential

The personal attributes to appropriately and proportionately challenge, motivate and empower others to attain ambitious outcomes	A,I	Essential
An understanding of how corporate strategies can be used and, where necessary, adapted to raise standards in a variety of settings	A,I	Essential
The ability to identify and implement strategies to raise standards of teaching and learning	A,I	Essential
Experience of planning, delivering and sourcing effective training and development programmes which meet identified needs within academies	A,I	Essential
A track record of making sound judgements about standards of teaching and learning observed and giving quality feedback to improve individual practice	A, I, T	Essential
Enhancing performance by motivating and developing staff, helping them to acquire the skills to improve	A, I	Essential
The resilience and ability to plan and support the development of programmes of work and achieve designated targets	A, I	Essential

Experience

Evidence of having raised standards of achievement in schools at all levels	A, I,R	Essential
Involvement in innovative curriculum design and development	A, I	Essential
Experience of using technology across the curriculum to enable students to become independent learners to drive-up student outcomes	A, I	Essential
Previous involvement in outreach activities for students at risk of exclusion from mainstream settings	A, I	Essential
Collecting and analysing data to identify areas of underperformance and determining the specific type of intervention that will be effective in rapidly raising standards	A, I	Essential
Significant experience in observing and evaluating teaching, providing effective feedback and improving student outcomes	A, I	Essential

Experience of setting specific pupil and staff performance targets and managing improvement across at least 2 Key Stages	A, I	Essential
Evidence of having supported leadership development in a coaching or mentoring capacity	A, I	Essential
Recent experience of providing professional advice and excellent understanding of curriculum and pedagogical issues including latest inspection and research findings	A, I	Essential

General Requirements

Ability to clearly articulate the Trust's vision, ethos, values and educational strategy to enthuse and motivate staff at all levels within the organisation	A, I	Essential
Excellent communication and presentation skills for a wide stakeholder audience (students, parents and carers, staff, governors, trustees, etc.)	A, I	Essential
A good working knowledge of government policy in relation to alternative provision, inspection strategy, multi-academy trusts and Free Schools	A, I	Essential
Current driving licence and willingness to work across multiple sites within the Trust	A, I	Essential
Ability to prioritise conflicting pressures, differentiate between important and urgent tasks, and work flexibly and efficiently	A, I	Essential
Extensive working knowledge of MS Office / SharePoint with excellent ICT skills – including Management Information Systems (such as Arbor, CPOMS etc.)	A, I	Essential
Empathy with the needs of children	A, I	Essential
Displays a passion for the most vulnerable and a drive to redress injustice and remove barriers to learning	A, I	Essential

Conditions applied to this appointment

Applicants should note that Olive Academies is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment	A, I, R	Essential
The successful applicant will be required to undertake an Enhanced DBS check, provide proof of their right to work in the UK, present original evidence of their qualifications, and provide the necessary documentation to prove their identity	A, I, R	Essential

Transform young lives with Olive Academies Trust

Thank you for your interest in working with Olive Academies.
We look forward to receiving your application.

[Find out more and apply.](#)

   oliveacademies.co.uk