

Post title	Executive Assurance Partner
Salary and grade:	STPCD Leader Points L18 – L21
FTE	Full time, 52 weeks
Line manager/s:	Executive Director



Main purpose of the job:

To provide arms-length and objective support and challenge of the academies across the Trust in line with the MAT's quality assurance policy, working within the annual work programme of the Nexus MAT Collaborative School Improvement Framework to both directly deliver and facilitate the delivery of quality assurance and improvement activity. To work with and through Headteachers to ensure schools are improving in a rapid and sustainable way. To lead on wider MAT strategic and partnership initiatives to support the growth and development of the Trust.

Key duties and responsibilities

This job description forms part of the contract of the person appointed to this post. It reflects the position at the present time only and may be reviewed at any time following consultation between the post holder and the Trust and may be reviewed annually.

Strategic and operational duties

- Lead on the coordination and facilitation of the MAT's quality assurance and improvement agenda, as outlined in the Collaborative School Improvement Framework.
- Prepare for, attend and report to the Trust Board and local governing bodies as and when required.
- Share outstanding practice across the MAT and with external partners and agencies.
- Contribute to MAT policies and of quality assurance and improvement plans where requested.
- To develop and maintain strong external partnerships and networks, including with: Local Authorities, Teaching School Hubs, Research Schools, Universities and other educational partners.
- Regional and national networks that support curriculum development, inclusion, leadership and professional learning.
- Schools and trusts beyond Nexus to identify and share effective practice, innovation and evidence-informed approaches.

Teaching and Learning

To work with the Executive Management Team, Trust Board and School leaders to secure and sustain effective teaching and learning throughout the schools of Nexus MAT and to monitor and evaluate the quality of teaching and standards of pupils' academic and holistic achievement, using benchmarks and setting targets for improvement.

- To act as an expert voice of independent advice and guidance to the Trust Board and Trust CEO;
- To ensure that all pupils receive a good quality education through a programme designed to promote good learning;
- To develop creative, responsive and effective approaches to learning and teaching;
- To develop a culture and ethos of challenge and support where all employees can achieve success and children become engaged in their own learning;
- Work with Headteachers and senior leaders to develop and sustain high-quality educational provision that ensures:
 - Teaching, learning and curriculum design are ambitious, evidence-informed and meet the needs of all learners.
 - School leaders can articulate the impact of curriculum intent, implementation and provision on pupils' learning, development and outcomes.
 - Assessment practices support learning, inform effective teaching and place the needs of children and young people at the centre of decision-making
 - Ambitious and appropriate high-quality pathways that raise aspirations and equip pupils and young people with the knowledge, skills and experiences required to thrive beyond school;
 - To monitor, evaluate and review classroom practice and promote of quality assurance and improvement strategies to ensure that underperformance is challenged at all levels and ensure effective support and intervention;
 - To ensure holistic, child centred support is in place which empowers children and their families and enables the development of healthy, socially inclusive behaviours.

Leading and managing people

To lead, motivate, support, challenge and develop other people in order to secure improvement:

- To maximise the contribution of all Trust employees and volunteers to improve the quality of education provided and standards achieved and ensure that constructive working relationships are formed between staff and pupils;
- To line manage staff in line with Trust policy;
- To plan, allocate, support and evaluate work undertaken to deliver on the Trust's Collaborative School Improvement Framework;
- To represent the Trust and/or Chief Executive as and when required at internal and external events, and to support the delivery of effective leadership across Nexus MAT.
- To work with the Executive Director – Quality Assurance & Improvement to identify expertise and talent throughout the MAT and facilitate school to school support to develop and improve provision and outcomes.

Accountability

To be accountable for own contribution to the pursuit of the efficiency and effectiveness of the Trust's quality assurance and improvement offer:

- To provide information, objective advice and support to the Trust Board to enable it to meet its responsibilities for securing effective teaching and learning and improved standards of achievement and for achieving efficiency and value for money;
- To advise Local Governing Bodies in their governance of the Headteacher's functions and the affairs of the school;
- To create and develop an organisation in which all governors and staff recognise that they are accountable for the success of the Trust;
- To present a coherent and accurate account of the Trust's schools performance in a form appropriate to a range of audiences, including parents, governors, the Trust Board, the local community, Ofsted and others, to enable them to play their part effectively;
- To support the process of performance management of Headteachers;
- To provide information about the work and performance of staff where it is relevant to their future employment; and
- To ensure that the Trust meets and maintains the standards for safeguarding under Section 175 of the 2005 Education Act and Keeping Children Safe in Education.

Strengthening Community

- To maintain a Trust culture which takes account of the richness and diversity of the Trust community;
- To create and promote positive strategies for challenging racial and other prejudice and dealing with racial harassment;
- To work in partnership with other agencies in providing for academic, spiritual, moral, social, emotional and cultural well-being of pupils and their families;
- To seek opportunities to invite parents and carers, members of the community, business or other organisations into the Trust schools to enhance and enrich the Trust and its value to the wider community;
- To be able to contribute to the development of the education system by, for example, sharing effective practice, working in partnership with other schools and promoting innovative initiatives;
- To ensure that the Trust promotes effective links with the local community and continues the development of close liaison with other local primary, secondary and special schools; and

Other Duties including Safeguarding

Nexus MAT is committed to safeguarding and promoting the welfare of children and young people. The highest priority must be given to following the guidance and approaches to safeguard children and follow all safeguarding procedures outlined by the MAT and member schools.

Person Specification

		Essential	Desirable
Qualifications, Skills & Knowledge	DfE recognised qualified teacher status (QTS).	•	
	Degree or equivalent.	•	
	Good knowledge of current thinking and practice in education.	•	
	Evidence of continuing professional development.	•	
	Other professional qualifications (eg. NPQH).		•
	Commitment to continuous improvement.	•	
	Knowledge of 14-19 qualification and accreditation pathways.		•
	Good understanding of curriculum development and innovation.	•	
	Proven leadership and management skills.	•	
Experience	Appropriate qualifications and experience to have credibility with the people you will work with.	•	
	Recent and relevant experience as an effective Headteacher, Head of School or comparable role in another Trust, local authority or company.	•	
	Experience of successful work with parents, carers and the wider community.	•	
	Experience of planning and implementing improvement plans to accelerate pupil progress	•	
Thinking Ability	Capacity to influence people and lead change.	•	
	Knowledge of successful strategies for improving the quality of provision.	•	
	Evidence of high expectations for children and young people's learning and achievement.	•	
	The capacity to use ICT	•	
	Knowledge of assessment practice and pupil tracking.	•	
	A good understanding of the features of high-quality pedagogy and practice for primary aged children	•	
Personal Effectiveness	Excellent communication skills.	•	
	Excellent interpersonal skills.	•	
	The ability to develop effective working relationships.	•	
	Good organisation and management skills.	•	
	Honesty and integrity.	•	
	Humility, resilience and optimism.	•	
Interpersonal Relationships	Clear vision.	•	
	The ability to inspire and motivate other people.	•	
	A strong commitment to developing other people.	•	
	The ability to set challenging targets.	•	
	The ability to monitor, evaluate and review school effectiveness.	•	
	Highly effective teamwork skills.	•	

		Essential	Desirable
General	The flexibility to meet the full range of job requirements.	•	
	Able to travel to a wide range of meetings and events.	•	
	Demonstrate a firm commitment to the concept of Multi-Academy Trust and desire to see the Trust flourish and expand in a sustainable manner	•	