



RECRUITING • TRAINING • DEVELOPING TEACHERS

Executive Director – South Yorkshire Teaching Hub

Applicant Pack



Outstanding Achievement for All

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The vacancy

Post advert

Deadline for applications:	11.59pm on 2 February 2025
Interviews to be held:	13 and 14 February 2025
To start:	April 2025

The South Yorkshire Teaching Hub is one of 87 national teaching school hubs. Chorus Education Trust is seeking an inspirational and driven leader with a track record of success as a leader in education who aspires to outstanding achievement for all its students.

The Executive Director will come from a successful leadership position and will take responsibility for providing the strategic direction and delivery models to recruit, train and develop teachers and school leaders, within the Sheffield and Rotherham region, to secure improved outcomes for young people.

Role summary

Post title:	Executive Director of South Yorkshire Teaching Hub
Grade spinal point range:	L21 - 25
Salary:	£81,441.00 - £89,830.00
Line manager:	Executive Director of Education
Staff to be supervised or line managed by post holder:	South Yorkshire Teaching Hub Staff
Purpose of post:	Responsibility for providing the strategic direction and delivery models to recruit, train and develop teachers and school leaders within the Sheffield and Rotherham region
Version revised:	January 2025
Contract:	Full Time, Permanent

Job description

The post holder must at all times carry out their responsibilities within the spirit of the school and trust policies and within the framework of legislation relating to academies and education, with particular regard to the statutory responsibilities of the trust and the governing body of the school.

The specific duties and responsibilities include but are not limited to:

Specific duties and responsibilities

Strategic oversight of and accountability for the TSH's provision of the 'Golden Thread' for teachers and leaders in Sheffield and Rotherham, including:

- Initial Teacher Training
- Appropriate Body services
- Early Career Framework
- National Professional Qualifications

Leadership and Management

- To provide strategic leadership and direction of the Hub within the vision and strategy agreed by the Trust Board, to ensure that young people achieve better outcomes in the region.
- To be the lead education professional for the Hub ensuring an effective strategy for building educational and leadership capacity to meet the needs of the Hub.
- To represent the vision and values of Chorus Education Trust to key external stakeholders
- Provide vision, leadership and direction.
- Be an inspirational leader, committed to the highest achievement in all areas of the Hub's work.
- To actively drive the Hub's strategic plan ensuring engagement of all partners.

Communication

- Promote the DfE's 'Golden Thread' of professional development and engage fully with all strands of delivery (ITT, ECF, AB and NPQs) in a way that meets quality requirements and TSH delivery frameworks.
- To develop an effective communication strategy for SYTH engaging with all stakeholders and partners.
- Ensure the development and maintenance of key documentation for the SYTH offer, including training manuals and handbooks.
- Liaise with local (ITT) and national Lead Providers (ECF & NPQ) to ensure partnerships and delivery of the 'golden thread' is of a high-quality.
- Liaise with colleagues working with the National Modern Language and National Maths and Physics SCITT programmes to ensure partnerships and delivery of the 'golden thread' is of a high-quality.

Teacher and Participant Recruitment, Development and Retention

- Work with Lead Providers and develop strong partnerships with Curriculum and specialist networks across the locality, to develop and deliver the 'Golden Thread' content as required.
- Ensure recruitment KPIs are met and work in partnership with schools so that over time most schools effectively engage in TSH provision.
- Embed evidence-informed practice in all parts of Teaching School Hub delivery.
- Establish a robust Quality Assurance framework to ensure the quality of all Teaching School Hub provision.
- Effectively and accurately monitor recruitment, engagement, and retention over time, across the locality.

Business and Financial Planning and Staffing

- To lead the SYTH's staffing and financial planning ensuring sufficient capacity for delivery is secured, offering high quality for value for money, considering sustainability and affordability.
- Work closely with the CFO and finance team to develop a robust budget and business plan ensuring the financial sustainability of SYTH.
- Systematically review risk and initiate appropriate measures to mitigate risk, where possible.
- Appoint or commission and quality assure appropriate personnel to develop and deliver all SYTH programmes
- Proactively secure additional resources, through successful funding applications
- Manage the termly reporting of core budget expenditure to the Department for Education and support Annex G and Annex J review

Support for the trust (applies to all roles)

- Be aware of and comply with policies and procedures relating to child protection, health, safety and security, confidentiality and data protection, reporting all concerns to an appropriate person.
- Work in a flexible way to respond to the needs of the trust and to fulfil other duties and responsibilities appropriate to the grade and role as and when required.
- Be aware of and support difference and ensure equal opportunities for all.
- Appreciate and support the role of other professionals.
- Attend and participate in relevant meetings as required.
- Contribute to the overall ethos/work/aims of the trust/schools.
- Participate in relevant training, other learning activities and performance management as required.

- Team responsibilities: all staff are considered part of the overall trust team and may be required to provide assistance to colleagues in other areas from time to time commensurate with the role, skillset and grade.
- From time to time, to meet the needs of the trust, you may be asked but not expected to work hours additional to your normal working hours. The trust will give you as much notice as possible and you will be paid/recompensed for such work. Situations where this might be required are, for example: relevant key school events such as open evenings, exam results days, trips, clubs, training etc.

Changes to these duties

The above duties are not exhaustive and the post holder may be required to undertake tasks, roles and responsibilities as may be reasonably assigned to them by the Headteacher/Principal.

The job description and allocation of particular responsibilities will be kept under review and may be amended via consultation with individuals, the governing body or board of trustees and/or senior leadership team as required. Trade union representation will be welcomed in any such discussions.

Person Specification

Job Title: Executive Director of South Yorkshire Teaching Hub

REQUIREMENTS	Essential	Desirable	Assessment method A = application I = interview R = reference
Qualifications			
Recent, relevant in-service training in current educational practice, including the leadership and management of teaching and learning.	✓		A / I
Knowledge and understanding of education and school system locally and nationally.	✓		A / I
Experience			
Considerable successful experience in senior leadership and management.	✓		A / I
Demonstration of a good understanding of school improvement planning and implementation with clear evidence of impact.	✓		A / I
Experience of partnership working with a wide range of stakeholders including MATs, Headteachers, Schools, LAs and DfE.	✓		A / I
Successful and varied teaching experience in appropriate phase(s).	✓		A / I
Skills and Qualities			
Hold and articulate clear values and moral purpose, focused on providing a world- class education for the pupils in the region.	✓		A / I
Demonstrate optimistic personal behaviour, positive relationships and attitudes.	✓		A / I / R
Lead by example with integrity, impartiality, creativity, resilience, and clarity - drawing on their own expertise and skills, and that of those around them.	✓		A / I

Sustain wide, current knowledge and understanding of education and school systems locally and nationally and pursue continuous professional development.	✓		A / I
Work with political and financial astuteness, within a clear set of principles centred on the Hub's vision, ably translating local and national policy into the regional context.	✓		A / I
Communicate compellingly the Hub's vision and drive the strategic leadership, empowering all pupils and staff to excel.	✓		A / I
To work to high professional standards, strategically and operationally.	✓		A / I
To manage the implementation of change effectively and sensitively.	✓		A / I
To understand and interpret complex data to inform effective decision-making.	✓		A / I
To maintain a clear strategic financial overview of the Hub.	✓		A / I
To demonstrate a focus on innovation, creativity and a willingness to work in a context of resource generation and appropriate risk-taking.	✓		A / I
To demonstrate a wide range of high-level communication skills including new technologies.	✓		A / I
To promote and foster a positive Hub/Trust image.	✓		A / I
To seek and maintain effective multi-agency partnerships and collaboration.	✓		A / I
The Self Improving School System			
Develop effective relationships with fellow professionals and colleagues in other public services to improve academic and social outcomes for all pupils.	✓		A / I
Challenge educational orthodoxies in the best interests of achieving excellence, harnessing the findings of well evidenced research to frame self-regulating and self-improving schools.	✓		A / I

Shape the current and future quality of the teaching profession through high quality training and sustained professional development for all staff.	✓		A / I
Child protection			
A commitment to the responsibility of safeguarding and promoting the welfare of young people.	✓		A / I

South Yorkshire Teaching Hub

The South Yorkshire Teaching Hub is part of Chorus Education Trust, based at Silverdale School. The Hub was one of the pilot teaching school hubs, funded by the Department for Education and is now part of a national network of 87 teaching hubs.

We aim to be the place to go for teaching news, jobs and training information in the region – for both current teachers and those looking to join the profession. We will develop, co-ordinate and promote the work of a range of partners across Sheffield and Rotherham, supporting the journey of teachers from initial teaching training (ITT) to becoming headteachers and chief executive officers.



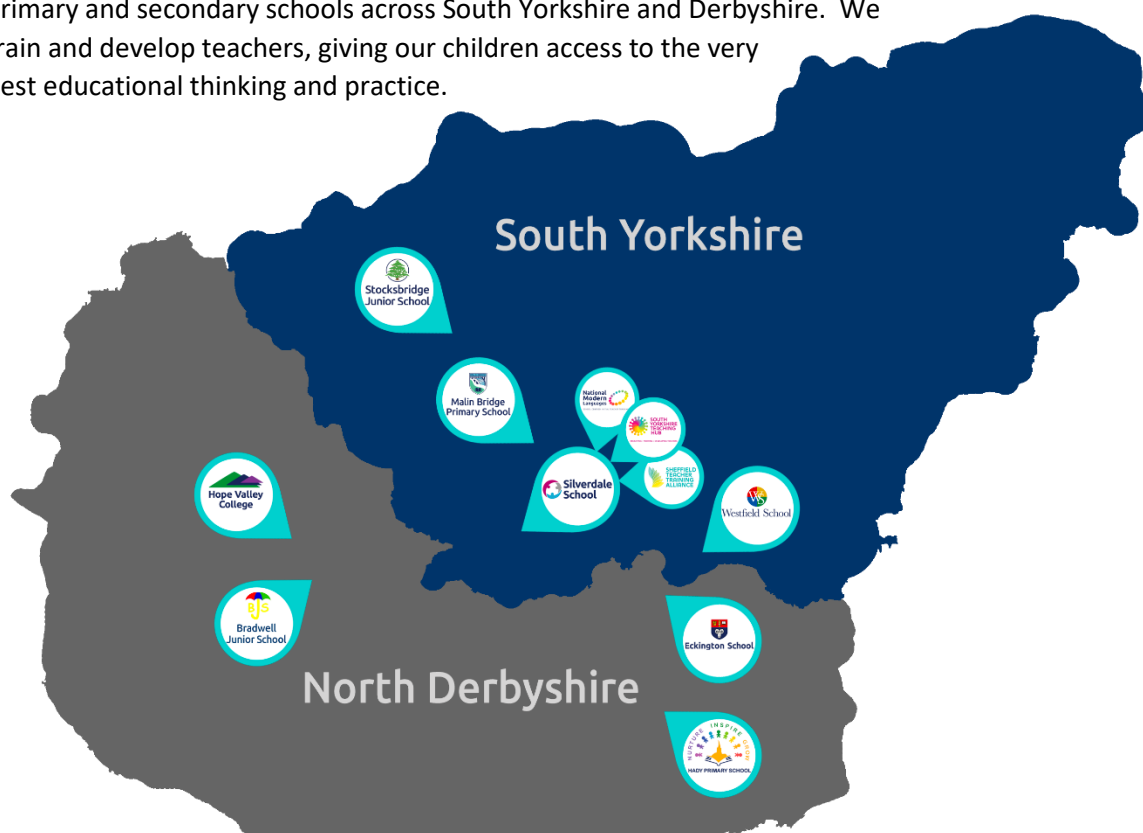
In addition to trust-wide benefits for all staff, those at the South Yorkshire Teaching Hub also have access to:

- Supportive and friendly staff and leadership team.
- Excellent public transport links and free staff parking.

You can view the South Yorkshire Teaching Hub website at: www.southyorkshireteachinghub.org.

Chorus Education Trust

Chorus Trust is a growing trust, committed to providing every child with the best education in both primary and secondary schools across South Yorkshire and Derbyshire. We train and develop teachers, giving our children access to the very best educational thinking and practice.



Our vision is 'Outstanding Achievement for All'. We want to create a culture of success in which our children and young people can succeed. We do this through the provision of safe and supportive schools, collaborating to ensure our children benefit from a more effective spend of public money.

As part of the Chorus Trust Team, all staff have access to:

- 

An ethos of being a **force for good**; of being part of a team that enables 'outstanding achievement for all'.
- 

Leading edge **training and development** through the South Yorkshire Teaching Hub.
- 

A **collaborative environment** encouraging knowledge sharing and support.
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Discounted **health schemes** through Westfield Health and Westfield Rewards Schemes.
- 

Competitive **pension schemes**: Teacher's Pension Scheme (teaching staff) and local government pension scheme (support staff).
- 

Term-time only contract postholders have the freedom of having **school holidays** off.
- 

Career progression opportunities within a growing, local trust.
- 

Support for **flexible working** arrangements.

You can read more about Chorus Trust at www.chorustrust.org.

To apply

Applications should be made by completing the application form in detail and by a letter of application of not more than two typed sides of A4 in length. CVs and Sheffield City Council / Derbyshire City Council application forms will not be considered.

The section of the form entitled 'Suitability for the Job' should address the contents of the personnel specification enclosed and should include details of experience and qualities which equip you for the post. A covering letter in lieu of completing this section is acceptable.

Completed application forms and letters should be sent to Alice Pearson (HR Officer) via recruitment@chorustrust.org and should arrive no later than 11.59pm on Sunday 2 February 2025.

All applicants are asked to supply a telephone number and an email address for each referee quoted on their application form so that contact can be made without delay.

The two-day interview process will take place on 13 and 14 February 2025. Details of the interview arrangements will be sent to all shortlisted candidates.

Potential candidates are encouraged to have a discussion with the Executive Director of Education. Please contact nmason@chorustrust.org to arrange this.

Please understand that we cannot acknowledge receipt of individual applications.

Disability confident

Chorus Trust is part of the disability confident scheme. We guarantee to interview all disabled applicants who meet the minimum criteria for the vacancy.



Safeguarding

At Chorus Trust we are committed to the safeguarding of all our pupils, please visit our website to access our safeguarding and child protection policy at www.chorustrust.org/policies.

The trust will conduct an online search of the successful candidate in line with the DfE's keeping children safe in education advice.

The successful candidate will be required to complete a Disclosure and Barring Service (DBS) check in line with the Rehabilitation of Offenders Act (ROA) 1974 (Exceptions) Order 1975 and the Police Act Regulations.