

Oasis Academy Brightstowe

Deputy Principal

Job Description & Person Specification



Job Description

POST: Deputy Principal

RESPONSIBLE TO: Principal and Oasis Academies Directorate

GRADE: L16-L20

KEY RELATIONSHIPS: Principal and Academy Leadership Team; relevant teaching and other associated staff; LA representatives; partner professionals; parents and carers; local community, including Oasis Hub North Bristol; other Oasis Academies; and, Oasis Community Learning regional and central staff.

LOCATION: Oasis Academy Brightstowe

WORKING PATTERN: Full-time and as described in the School Teachers' Pay and Conditions Document

DISCLOSURE LEVEL: Enhanced

JOB PURPOSE

The strategic leadership and management of a key aspect of the Academy's work (to be agreed with the successful candidate).

The post holder will be expected to work in close collaboration and liaison with the Principal and to deputise for the Principal in his absence as required.

The post holder is expected to support the Academy's aims, vision and ethos, have a thorough knowledge of the Academy's policies and procedures and to reinforce these with all stakeholders where required. The post holder is expected to monitor and evaluate the specific areas for which s/he is responsible above in the context of the Academy's ethos and vision.

The post holder shall have the professional duties of a deputy headteacher in accordance with the current School Teachers' Pay and Conditions document and wider responsibilities relating to strategic direction and development, teaching and learning, leading and managing staff and efficient and effective deployment of staff and resources in consultation with the Principal.

AREAS OF ACCOUNTABILITY

The Deputy Principal will:

Support the Principal by being accountable for a key aspect of the Academy's work (to be agreed with the successful candidate).

RESPONSIBILITIES

These will be defined in an updated job description agreed with the successful candidate.

The general responsibilities of a Deputy Principal at Oasis Academy Brightstowe include:

- Being a strategic, supportive and pro-active member of the Academy Leadership Team.
- Playing a key role in the development of the Academy on our journey to Outstanding.
- Managing an agenda of significant and necessary change to raise standards in all areas of Academy life and support the transformation of the local community.
- Preparing for taking up a Principal's role within the next three to five years.
- Making a significant contribution to the strategic development of all areas of the Academy, whether or not holding a direct responsibility for the strategic feature (strategic responsibilities will be reviewed regularly and in support of professional development needs).
- Developing and maintaining Academy policies and practices which promote high achievement and inclusion through effective teaching and learning across the Academy.
- Contributing an environment within the Academy where pupils and staff develop and maintain positive attitudes towards each other, teaching and learning, the environment and the community.
- Using national, local and Academy data effectively to monitor, evaluate and analyse pupil progress, planning and implementing effective intervention to support all pupils to achieve highly, develop self-esteem and to inform Academy policies and practices, expectations and teaching methodologies.
- Co-creating the Academy Improvement Plan, monitoring schedule, self-evaluation and the cycle of related documentation, in partnership with the Principal and other Deputy Principals.
- Liaising effectively with all stakeholders including parents, Academy Councillors, partner primary and secondary schools, business and community partners and the wider community, as appropriate to designated strategic responsibilities.
- Networking with other Academies and high achieving schools through Oasis Community Learning and other relevant networks; make and host regular visits in order to learn more about the ways that other organisations are effecting change and transformation.
- Promoting and support innovation so that educational outcomes are positively transformed.

OTHER DUTIES

- The post holder will be subject to performance objectives agreed annually with the panel from Oasis Community Learning and these objectives will be reviewed annually.
- The post holder is expected to carry out such other duties as may reasonably be assigned by the Principal.
- The duties of this post may vary from time to time without changing the general character of the post or level of responsibility entailed.

SAFEGUARDING CHILDREN

- Oasis Community Learning is committed to safeguarding and promoting the welfare of children and young people. We expect all staff to share this commitment and to undergo appropriate checks, including enhanced DBS checks and safeguarding training.
- Senior members of staff are required to undertake Safer Recruitment in Education training.

The person undertaking this role is expected to work within the policies, ethos and aims of the Academy and to carry out such other duties as may reasonably be assigned by the Principal through the line management of the Phase Leaders & Middle Leaders. The post holder will be expected to have an agreed flexible working pattern to ensure that all relevant functions are fulfilled through direct dialogue with employees, contractors and community members.

The duties of this post may vary from time to time without changing the general character of the post or level of responsibility entailed.

Person Specification

	Essential	Desirable
Qualifications	Qualified Teacher Status	<p>Masters' Degree</p> <p>Working towards NPQH</p> <p>Achievement of a certificated and/or nationally recognised leadership qualification</p>
Leadership & Management	<p>Evidence of successful leadership and management in more than one secondary school.</p> <p>Proven record of successful leadership at a senior level including:</p> <ul style="list-style-type: none"> • developing and implementing a vision for improvement and success in current post • evidence of raising standards • current responsibility for strategic development of a significant aspect of school improvement • clear and understandable vision and evidence base school improvement • experience and understanding of quality assurance • effective use and development of a wide range of strategies for managing disaffection, poor behaviour and under achievement across the school <p>Evidence of outstanding classroom practice and raising standards.</p> <p>Thorough understanding of the Oasis vision, ethos and core values and its relevance to improving achievement and outcomes for young people, their families and the communities the Academy serves.</p> <p>Commitment to inclusion and trauma informed practice.</p> <p>Firm grasp of educational policy and the implications for the leadership and management of schools.</p> <p>Use of national and school assessment and attainment information to improve practice and raise standards.</p>	<p>Experience of successful leadership in more than one secondary school and/or sixth form provision.</p> <p>Responsibility for professional development/mentoring of colleagues.</p> <p>Development of partnerships with other schools, business and the community.</p>

	<p>An enthusiastic and effective leader and manager who can inspire colleagues.</p> <p>Excellent interpersonal, communication, presentation and ICT skills.</p>	
<p>Personal Qualities</p>	<p>Commitment to safeguarding and promoting the welfare of children and young people.</p> <p>Ability to form and maintain appropriate relationships and personal boundaries with children and young people</p> <p>Emotional resilience in working with challenging behaviours and attitudes to use of authority and maintaining discipline</p> <p>A willingness to demonstrate commitment to the values and behaviours which flow from the Oasis ethos.</p>	