

# Director of Education

## Recruitment Pack

Full Time

Start Date: ASAP/September 2025 (Negotiable)

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## WHAT WE WOULD LIKE YOU TO SHOW US IN YOUR APPLICATION

Are you the right person for this role?

What skills, knowledge and experience do you have?

What is your evidence base and track record?

*'Work together, learn together, succeed together.'*

# Welcome from the Chief Executive Officer

Dear Applicant,

I am delighted that you are interested in finding out more about joining the Agora Learning Partnership; a multi-academy trust that currently consists of ten primary Academies, located across Hertfordshire and served by a supportive and dedicated Central Team.

We are seeking an experienced leader who is a partnership builder; someone who can coach, develop and support our committed and driven senior staff in schools. They must be able to adapt their leadership style to suit both personnel and a wide range of situations. As an experienced leader, the successful candidate will also need to be able to lead and manage improvements in the Trust schools effectively, whilst valuing and harnessing the skills, knowledge and expertise of their immediate team and the teams in the schools.

This new role is designed to build the capacity of the Central Team, particularly in relation to achieving the Partnerships' vision and aims for Academy improvement by:

- Work collaboratively to maintain the Partnership's ethos and culture, whilst driving Trust-wide improvement.
- Line manages the Trust's Headteachers/Executive Headteachers.
- Further develop the Partnership's educational offer.
- Improve Academy performance and help achieve the best possible educational outcomes Partnership-wide.
- Assist with the implementation of the Partnership's improvement strategy – the Together Strategy.
- Support Trust growth.
- Play a full and active role as a member of the Agora Learning Partnership's Executive Team.

This is an exciting opportunity for the successful candidate to develop their skills and experience and to work across the Academies in the Partnership and beyond. I am looking forward to working closely with the successful candidate.

We are seeking to appoint a talented, enthusiastic and driven leader to this exciting position. The successful candidate will need to be passionate about Academy improvement whilst being committed to the Trust's ethos and culture, particularly in relation to:

- Collaboration to improve the life chances of children.
- Local decisions for local children
- Inclusion

If you believe you would make a positive addition to our supportive, professional and friendly Central Team, and you have the skills, knowledge and experience to lead Partnership-wide improvement and localised improvement in our Academies, then we look forward to receiving your application.

I hope you find the information in this recruitment pack useful; however, if you have any further questions, or if you would like to discuss the role in more detail, please do not hesitate to contact me via [HR@agoralearning.co.uk](mailto:HR@agoralearning.co.uk).

I look forward to hearing from you.

Kind regards  
**Rebecca Daulman**  
Chief Executive Officer

## The Agora Learning Partnership's Vision

Work Together, Learn Together, Succeed Together	
<b>Together</b>	In ancient Greece, the word 'Agora' was used to describe a public open space used for assemblies and markets; Agora, a place where people could be together. As such, working together and learning together are fundamental to achieving our vision.
<b>Children</b>	At the Agora Learning Partnership, we believe in the power of collaboration to improve the life chances of children and young people, whilst enabling them to flourish and achieve the very best outcomes in all aspects of school life and beyond. This belief underpins the vision for our organisation.
<b>Staff</b>	For such collaboration to be a success, our staff will have a variety of skills, knowledge and expertise; supported through the connection and development of our staff groups, Partnership-wide. We strive to be the employer of choice, so that we can recruit, develop and retain talented individuals who are suited to the schools and the children they serve.
<b>Schools</b>	Furthermore, we aspire for carefully planned collaboration, with the Partnership and beyond, to be the driving force for school improvement and strive for a self-improving, self-sustaining system. We believe this, alongside our 'local decisions for local children' approach, will support ongoing improvement in schools and will result in the children and young people we serve being offered a first class, enriched education that is fully inclusive; we will meet the needs of every child, preparing them for future life.
<b>Community</b>	We understand that each of the Partnership schools has a unique identity. We will continue to work hard to engage with each school community to ensure the needs of each school community are met. Also, throughout our whole Partnership, we will work to provide a welcoming, safe and respectful environment; an environment where diversity is embraced and celebrated and where there is equity of opportunity for all.

## The Agora Learning Partnership's Aims

<b>Together</b>	<ul style="list-style-type: none"> <li>To work together to improve the life chances of children</li> </ul>
<b>Children</b>	<ul style="list-style-type: none"> <li>To enable all children to flourish and achieve the very best outcomes in all aspects of school life and beyond</li> </ul>
<b>Staff</b>	<ul style="list-style-type: none"> <li>To be the employer of choice to recruit, develop and retain talented individuals</li> </ul>
<b>Schools</b>	<ul style="list-style-type: none"> <li>To achieve ongoing school improvement by implementing the Partnership's self-improving and self-sustaining system, underpinned by collaborative-working opportunities</li> </ul>
<b>Community</b>	<ul style="list-style-type: none"> <li>To continue to implement a 'local decisions for local children' approach in order that all children receive a first class, enriched education that is fully inclusive</li> </ul>

# The Together Strategy

## What?

In September 2021, the Agora Learning Partnership launched the Together Strategy. The Strategy details how everybody across the Partnership will work together to secure Trust-wide improvement. The core purpose of the strategy is to enhance, and not replace, the individual work of schools and assist in improving the life chances of the children and young people within and across the Partnership... ultimately helping them to flourish and achieve the very best outcomes in all aspects of school life and beyond.

## How?











The Together Strategy contains detail about the strategies that will be employed to achieve ongoing Trust improvement. These strategies are related to four focus areas – Together for Children, Together for Staff, Together for Schools, and Together for Community. A strategic plan has been developed to drive the implementation of these strategies.

## When?

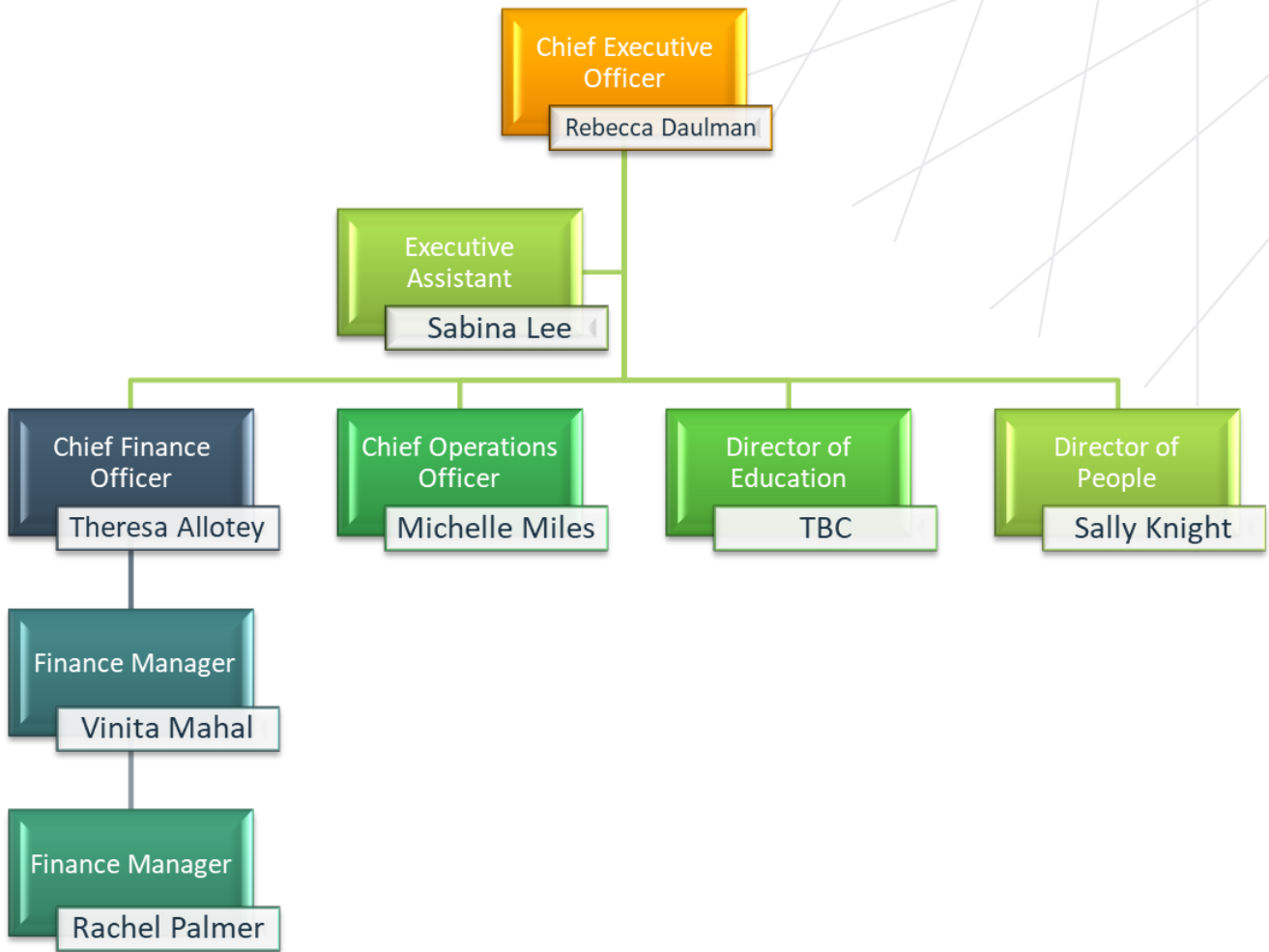
Implementation of the Together Strategy strategic plan commenced in September 2021, the plan has been reviewed and updated annually since that time. The plan continues to be the driving force for Trust improvement.



# The Agora Learning Partnership Academies

<ul style="list-style-type: none"><li>Alban Wood Primary School and Nursery</li></ul> <p>Jonny Spector</p> 	<ul style="list-style-type: none"><li>Bromet Primary School</li></ul> <p>Maria Pace</p> 	<ul style="list-style-type: none"><li>Creswick Academy</li></ul> <p>Rowan Thompson</p> 	<ul style="list-style-type: none"><li>The Grange Academy</li></ul> <p>Craig Maddox</p> 
<ul style="list-style-type: none"><li>Meryfield Community Primary School</li></ul> <p>Alex Gage</p> 	<ul style="list-style-type: none"><li>The Orchard Primary School</li></ul> <p>Jonny Spector</p> 	<ul style="list-style-type: none"><li>Oxhey Wood Primary School</li></ul> <p>Mikki Caplan</p> 	<ul style="list-style-type: none"><li>Warren Dell Primary School</li></ul> <p>Lesley Brennan</p> 
<ul style="list-style-type: none"><li>Waterside Academy</li></ul> <p>Kevin Peart</p> 	<ul style="list-style-type: none"><li>Wilbury Junior School</li></ul> <p>Chelsea Atkins</p> 		

# The Agora Learning Partnership's Central Team 2025



# Director of Education: Job Description

## Director of Education

This job description details information about the role of the Director of Education and is subject to review and amendment through annual negotiation as the role develops in scope.

Line manager	Chief Executive Officer
Responsible to	Chief Executive Officer and the Trust Board
Location	Hybrid remote working (flexible in time spent in schools/working from home)

### Core Purpose of the Role:

The Director of Education will:

- Work collaboratively to maintain the Partnership's ethos and culture, whilst driving Trust-wide improvement
- Line manages the Trust's Headteachers/Executive Headteachers
- Further develop the Partnership's educational offer
- Improve Academy performance and help achieve the best possible educational outcomes Partnership-wide
- Assist with the implementation of the Partnership's improvement strategy – the Together Strategy
- Support Trust growth
- Play a full and active role as a member of the Agora Learning Partnership's Executive Team

### Duties and Responsibilities – Specific:

**Working closely with the Chief Executive Officer, the Director of Education will:**

<b>Ethos and Culture</b>	<ul style="list-style-type: none"> <li>• Promote the Trust's culture and ethos by working collaboratively and engaging with the Trust's academies positively.</li> <li>• Promote a strong safeguarding culture.</li> <li>• Support the development of a diverse, equitable and inclusive Trust community</li> </ul>
<b>Leadership and Management</b>	<ul style="list-style-type: none"> <li>• Provide strategic vision for all areas of responsibility.</li> <li>• Lead and manage strategy pertinent to the role.</li> <li>• Create strategic plans to drive improvement.</li> <li>• Play a lead role in the Together strategy implementation; evaluate to ensure it is impactful.</li> <li>• Provide dynamic and professional leadership which secures success and improvement in the Trust's academies, whilst ensuring a high-quality educational offer for all children</li> <li>• Develop and maintain policies and key documents for the Trust.</li> <li>• Identify funding opportunities (including grants, bids and other sources of funding) and write proposals/applications to secure additional income</li> </ul>
<b>Staffing, including Continuing Professional Development</b>	<ul style="list-style-type: none"> <li>• Keep abreast of current developments in the educational landscape.</li> <li>• Attend relevant training.</li> <li>• Line management of the Trust's Headteachers/Executive Headteachers</li> <li>• Lead the appraisal process for the Trust's Headteachers/Executive Headteachers</li> <li>• Lead and manage staff, such as the Agora Associates, and external consultants who have been appointed to work on school improvement.</li> <li>• Identify talent in the Trust's Academies; encourage staff to apply for the Agora Associates role.</li> <li>• Organise and/or provide training, relevant to the role, for Trust staff and other stake holders.</li> <li>• Support Academy Governing Boards to hold leaders in their Academies to account.</li> <li>• Organise and/or facilitate collaborative working groups.</li> <li>• Where appropriate, participate and/or lead school improvement activities, such as School Reviews and Peer Reviews</li> </ul>
<b>Curriculum</b>	<ul style="list-style-type: none"> <li>• Support and empower school leaders (including subject leaders) to:                             <ul style="list-style-type: none"> <li>➢ Deliver a high-quality curriculum that promotes the Trust's ethos of 'local decisions for local children'.</li> </ul> </li> </ul>



	<ul style="list-style-type: none"> <li>➤ Provide children with a highly impactful curriculum that fulfils the expectations of the Early Years Foundation Stage and the National Curriculum as a minimum, as well as Trust-wide curriculum priorities.</li> <li>➤ Monitor and evaluate the impact of the curriculum; making improvements as required</li> </ul>
<b>Teaching and Learning</b>	<ul style="list-style-type: none"> <li>• Working with school leaders, be ambitious for all children and secure positive pupil outcomes as a result of highly effectively strategic leadership</li> <li>• Using a range of strategies, support school leaders to achieve consistency in quality first teaching and to ensure learning interventions are highly impactful.</li> <li>• Ensure the provision in all the Trust schools is highly inclusive of all children</li> </ul>
<b>Academy Improvement</b>	<ul style="list-style-type: none"> <li>• Maintain an accurate and up-to-date understanding of each Academy's strengths and areas for development.</li> <li>• Lead the development of Trust-wide systems and processes to aid Academy improvement.</li> <li>• Identify and share good practice across the Trust and beyond</li> <li>• Broker and/or provide appropriate school improvement support.</li> <li>• Deploy available human resources to aid academy improvement; evaluate the impact.</li> <li>• Draw on a range of strategies, such as school-to-school support, to aid school improvement.</li> <li>• Be responsible for the leadership and management of relevant Academy improvement projects.</li> <li>• Ensure the careful and effective implementation of improvement strategies are highly impactful and lead to sustained school improvement.</li> <li>• Determine the success of each Academy, using a range of evaluative information and key performance indicators, address underperformance in the Trust academies.</li> <li>• Support the Trust's Academies to prepare for inspection</li> </ul>
<b>Safeguarding</b>	<ul style="list-style-type: none"> <li>• Act as a Deputy Designated Safeguarding Lead for the Trust</li> <li>• Play a lead role in creating/maintaining a robust culture of safeguarding throughout the Trust, ensuring all statutory responsibilities (as outlined in the Trust's model policy for child protection and the current Keeping Children Safe in Education document) are achieved consistently</li> </ul>
<b>Trust Growth</b>	<ul style="list-style-type: none"> <li>• Engage with schools interested in joining the Trust (as required)</li> <li>• Play a lead role in the due diligence process for schools committed to joining the Trust.</li> <li>• Assist with the onboarding of schools, in relation to areas pertinent to the role</li> </ul>
<b>Governance and Accountability</b>	<ul style="list-style-type: none"> <li>• Engage positively with the Board of Trustees and the Trust's Central Team</li> <li>• Take appropriate action following Board and Executive decisions.</li> <li>• Provide information and reports to relevant parties.</li> <li>• Respond positively to support and challenge</li> </ul>

### **Duties and Responsibilities – General:**

The Director of Education will:

- Uphold the ethos of the Trust.
- Actively assist in achieving the Trust's vision and aims.
- Actively support the implementation of the Trust's strategic plans
- Establish and maintain professional and effective working relationships.
- Contribute positively to creating a productive and happy working environment.
- Work effectively with colleagues as a member of the team, taking individual and collective responsibility for reinforcing and promoting a working environment free from discrimination, victimisation, harassment and bullying.
- Participate as required in meetings and training with colleagues in respect of duties and responsibilities of the post.
- Take responsibility for their own professional development and play a full and active part in the appraisal process.
- Adhere to all Trust policies and procedures, including those pertaining to:
  - Child protection and safeguarding (and be pro-active and professional with regards to all child protection-related matters)
  - Human Resources
  - Finance
  - Health and safety
  - Data Protection
  - Equality, ensuring that all stake holders are treated fairly and equally.
- Maintain confidentiality at all times in respect of Trust related matters and prevent disclosure of confidential and sensitive information.
- Undertake any other duties of a similar level and responsibility as may be required by the Chief Executive Officer

# Director of Education: Person Specification

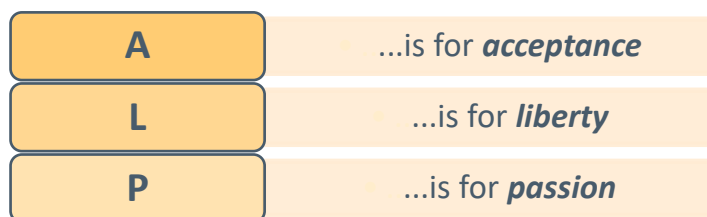
Director of Education			
Requirements of the Post	Essential	Preferred	Source
<b>Qualifications</b>			
• Educated to degree level or equivalent	•		Application
• Qualified teacher status	•		Application
• Evidence of further relevant qualifications, such as a master's degree or National Professional Qualification (for example, NPQH, NPQEL)		•	Application
<b>Experience</b>			
• Significant senior leadership experience in a primary setting	•		Application, Interview
• Significant experience of school improvement	•		Application, Interview
• Successful school improvement track-record	•		Application, Interview
Experience of:			
• Developing a high-quality educational offer for all children	•		Application, Interview
• Leading school improvement across more than one educational setting		•	Application, Interview
• Making significant improvements to a school, including with regards to curriculum and pupil outcomes	•		Application, Interview
• Leading and managing change	•		Application, Interview
• Measuring the success of an organisation, including against key performance indicators	•		Application, Interview
• Supporting the growth of an organisation		•	Application, Interview
• Working with a range of external professionals and organisations to achieve organisational aims	•		Application, Interview
<b>Knowledge and Skills</b>			
Knowledge of:			
• Current developments in the educational landscape, including in relation to curriculum	•		Interview, Presentation
• The school improvement cycle and successful school improvement strategies	•		Interview, Presentation
• What constitutes an effective curriculum and excellent teaching and learning	•		Interview, Presentation
• Best practice and procedures for safeguarding children	•		Interview, Presentation
Able to:			
• Contribute to the strategic leadership of an organisation	•		Application, Interview, Presentation
• Drive change based on a sound strategic vision and related improvement strategy	•		Application, Interview, Presentation
• Play a lead role in a senior leadership team to achieve the vision and aims of an organisation, by working collaboratively to drive improvement	•		Application, Interview, Presentation
• Lead and manage school improvement effectively across an organisation	•		Application, Interview
• Create strategic plans and implement these effectively to achieve improvements	•		Interview, Presentation
• Effectively project manage	•		Application, Interview
• Work collaboratively to improve pupil outcomes	•		Application, Interview, Presentation
• Improve the educational offer for children in one or more schools	•		Application, Interview, Presentation
• Address underperformance	•		Interview
• Monitor, evaluate and improve services across an organisation	•		Interview
• Measure the success of an organisation, including in relation to key performance indicators	•		Interview
• Implement essential processes and procedures across an organisation and ensure these are consistently adhered to	•		Interview, Presentation
• Develop and maintain policies and key documents	•		Application
• Identify funding opportunities (including grants, bids and other sources of funding) and write proposals/applications to secure additional income		•	Application
• Act as a professional and positive ambassador of the Trust	•		Presentation
• Effectively lead and manage a team, including through a robust appraisal process	•		Application, Interview
• Provide support, including training, to a range of stake holders	•		Application, Interview
• Liaise effectively with external parties	•		Application, Interview
• Develop a positive safeguarding culture	•		Application, Interview
• Support the development of a diverse, equitable and inclusive community	•		Application, Interview

• Create high-quality presentations and documents, including reports and policies, and present these to a range of stake holders	•		Presentation
• Prioritise workloads and to work to given deadlines	•		Interview
• Work well under pressure and cope with the unexpected	•		Interview, Presentation
Excellent communication (both verbally and in writing) and negotiation skills	•		Interview, Presentation
Excellent literacy, numeracy and ICT skills	•		Application, Interview, Presentation
Highly effective administrative and organisational skills	•		Application, Presentation
<b>Personal Qualities and Attributes</b>			
Inspirational leader – leads with drive, commitment and enthusiasm	•		Interview, Presentation
Leads by example	•		Interview
Reliable, discreet, honest and trustworthy	•		Interview
Team player and effective collaborator	•		Interview, Presentation
Solution focussed	•		Presentation
Highly organised and able to prioritise and adapt quickly to change	•		Interview, Presentation
Committed to safeguarding children and young people and promoting their welfare	•		Application, Interview,
Highly inclusive and committed to equal opportunities	•		Application, Interview,
Committed to ongoing professional development opportunities	•		Application

# Employee Benefits

We recognise that successful people place value on a range of benefits associated with their careers, including receiving professional recognition, commensurate financial reward, job satisfaction, opportunity to innovate and a balanced approach to work and personal time. As your future employer we place importance on these aspects too.

- Salary: L20-L25 (£80,857 - £91,205) including London fringe.
- Competitive pension scheme: Teachers' Pension Scheme
- Flexible working arrangements
- Access to continuous professional development opportunities
- Supportive, friendly, and professional working environment
- Strong partnerships and networks
- A Trust commitment to staff wellbeing and work life balance
- An inclusive culture, where diversity is valued and celebrated and equity for all staff is promoted.



At the Agora Learning Partnership, we believe that collaboration is essential if we are to achieve our quest to improve the life chances of all the children in our care. We feel *passionately* that for collaboration to be successful, relationships must be both positive and respectful. Furthermore, all children and adults associated with our Trust must feel *accepted* and *liberated*; we firmly believe that everyone should be free to be who they want to be – they should be proud of their talents and interests and have their own thoughts, beliefs and ideas, which they can confidently promote and share. The Agora Learning Partnership is a place where discrimination is not tolerated; instead, we celebrate the diversity in people and value the positive impact all the children and adults in our Trust community have on our organisation.

We also recognise that we are responsible for ensuring that all children and adults within the Partnership can flourish and reach their full potential. To achieve this, we employ a range of strategies to help secure equity for all, where adaptations to the Trust offer are made in order to achieve this. This empowers people to feel fully included and able to play a positive role within the Partnership.

This aspect of the Partnership's ethos and culture is imperative to its success and to the success of the staff and the children, during their time in the Trust and as they venture into the wider world. The children are developing the skills and the character they need to succeed in a wonderfully diverse world-wide community.

*'Work together, learn together, succeed together.'*

# The Recruitment Process

<b>Closing date</b>	<b>Friday 18<sup>th</sup> April 2025, 12pm</b>
<b>Shortlisting</b>	<b>Tuesday 22<sup>nd</sup> April 5pm-6pm</b>
<b>Interviews</b>	<b>Friday 25<sup>th</sup> April 2025, all day</b>

The Agora Learning Partnership is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Successful appointments are subject to receiving satisfactory employment checks including references and a satisfactory Disclosure and Barring Service (DBS) Enhanced check. This post is exempt from the Rehabilitation of Offenders Act 1974.

# What we would like to know

## **Are you the right person for our organisation and team?**

Please look at the list of essential requirements in the person specification, which we think would be valuable for the post-holder. Tell us why you think you would be a good match for our organisation.

## **What skills, knowledge and experience do you have?**

Considering the job description and person specification for the post, how well do you match what we are looking for in terms of your skills, knowledge and experience?

## **What is your evidence base and track record?**

What would you like to tell us that demonstrates the measurable impact of your work that you are most proud of, particularly in relation to the requirements to the role applied for?

**The above can be completed via My Term as part of your application.**

More information about our Trust and schools can be found on the Agora Learning Partnership [website](#).