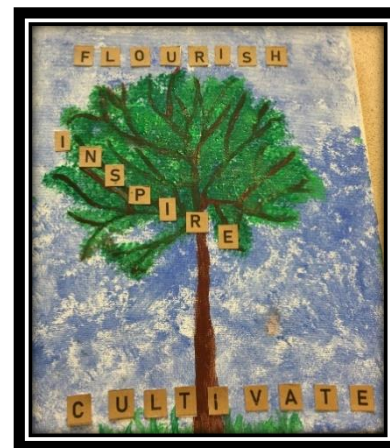
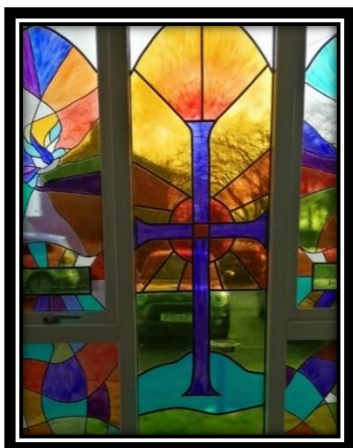


# Carlisle Diocesan Board of Education

## Deputy Director of Education Vacancy



The Diocese of Carlisle is looking to appoint an inspiring and passionate Deputy Director of Education to join our small but dedicated team.

Do you have a track record of connecting with others and making things happen in senior leadership? Do you want to play a part in creating an aspirational future for the children and young people of Cumbria? Are you committed to working with others to create flourishing relationships between schools, churches and households?

Our Vision for Education is at the heart of all we aspire to achieve. The successful candidate would be expected to:

- ❖ Demonstrate a calling and commitment to supporting every Church of England school in the Diocese of Carlisle to be a highly effective and distinctive church school.
- ❖ Work closely and collaboratively with the Director of Education (the 'Director') and the Diocesan Board of Education (the 'DBE') to realise the Diocesan Vision for Education.
- ❖ Provide high quality advice, support and training to school leaders.
- ❖ Support the God for All Vision through development of closer working relationships between schools and local churches and/or mission communities.
- ❖ Play a role in developing a long-term strategy to ensure the sustainability and flourishing of church schools in Cumbria (including our approach to buildings management; moving to a trust-led approach to education; and falling birth rates).
- ❖ Model a supportive, Christian approach to leadership.
- ❖ Represent the DBE as and when required locally and nationally.

<b>Closing date for applications:</b>	Friday 13 <sup>th</sup> May 2022, 12 noon
<b>Interviews:</b>	Monday 23 <sup>rd</sup> May, Church House, 19-24 Friargate, Penrith CA11 7XR
<b>Start date:</b>	A flexible start date is possible
<b>Applications should be sent to:</b>	<a href="mailto:humanresources@carlisle-diocese.org.uk">humanresources@carlisle-diocese.org.uk</a>

## Carlisle Diocesan Board of Education

### Deputy Director of Education Recruitment Pack



Dear Prospective Applicant,

Thank you for your interest in the role of Deputy Director of Education.

Here in Carlisle Diocese, we have been fully engaged with many recent developments, both locally and nationally, within the Church of England's role in education. We intend to appoint a new Deputy Director committed to helping us to realise our Vision for Education in a changing educational landscape.

At the heart of recent strategic work by the Diocesan Board of Education has been time spent developing a Strategy Document to ensure that we are realistic and focussed in seeking real change in the lives of every child and young person in our schools in Cumbria. It reflects our local context, including: the forthcoming Local Government Reform; the recent Department for Education White Paper; the Church of England's pursuit of a net zero carbon 2030 target; changes to the school improvement funding for local authorities; the refreshed Vision of the Ecumenical County; and the large number of very small Church of England schools in this Diocese.

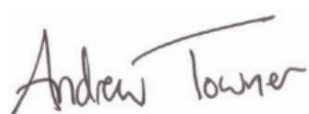
As a Board of Education, we work closely with partners, both regionally and nationally, including our colleagues in neighbouring Dioceses with whom we collaborate effectively. We enjoy excellent relationships with our local authority colleagues. We are also fully engaged with the Church of England's Foundation for Educational Leadership and the national SIAMS team.

Our Diocesan multi-academy trust continues to grow and has an excellent track record of support for all its schools.

This is an exciting time in education, full of opportunities, as well as some very real challenges.

If you would like an informal conversation about the role, please contact Charlotte Tudway, Director of Education: [charlotte.tudway@carlisle-diocese.org.uk](mailto:charlotte.tudway@carlisle-diocese.org.uk) 07917 993 659. Alternatively, feel free to be in touch with me.

Please be assured of our prayers as you consider whether you are called to this role.

A handwritten signature in black ink that reads 'Andrew Towner'.

Reverend Andrew Towner  
Chair, Diocesan Board of Education  
[andrew.towner@hkchurch.org.uk](mailto:andrew.towner@hkchurch.org.uk)  
01228 515363

**ROLE DESCRIPTOR**

<b>JOB TITLE:</b>	Deputy Diocesan Director of Education
<b>REPORTS TO:</b>	Diocesan Director of Education
<b>DEPARTMENT:</b>	Diocesan Board of Education
<b>PURPOSE OF ROLE:</b>	<p>To work with the Director to realise our Vision for Education: to develop effective church schools; to promote collaborative community engagement in schools; and to manage the organisation of our schools (including in relation to buildings and planned local or national changes to structures and ways of working).</p> <p>To work with colleagues across the Diocese to play a part in implementing the God For All Vision, as it relates to schools and education.</p> <p>To work closely with our team of Consultants to ensure that consistent high-quality support is delivered to our schools.</p> <p>To represent the DBE locally and nationally. To support the Director and DBE in fulfilling the requirements of the Diocesan Boards of Education Measure 2021.</p>
<b>KEY ACCOUNTABILITIES:</b>	<ol style="list-style-type: none"> <li>1. To support the Director in leading the education team, in line with the DBE and Diocesan visions, ensuring that it operates effectively and continues to model a supportive Christian ethos.</li> <li>2. To play a key role in developing the distinctive character of Church of England schools, particularly in relation to RE and Collective Worship, including working closely with the Director to ensure that consistent high-quality support and training is delivered to our schools.</li> <li>3. To act as the link between schools and the Diocesan team, ensuring that each school has an appropriate named Diocesan representative; liaising closely with the Director to agree priorities and funding available to support them.</li> <li>4. To support the Director in moving to 'a fully trust led system' as outlined by the Secretary of State for Education, including providing support to school leaders in planning and implementing change.</li> <li>5. To work with colleagues across the Diocese to encourage churches to work effectively with schools and households, including through curriculum-based and extra-curricular initiatives.</li> <li>6. To represent the DBE as and when required with relevant stakeholders, locally and nationally.</li> <li>7. To deputise for the Director as needed or to undertake other duties that may, from time-to-time, be necessary.</li> </ol>

PERSON SPECIFICATION		
	ESSENTIAL	DESIRABLE
<b>QUALIFICATIONS:</b>	<ul style="list-style-type: none"> <li>➤ Qualified Teacher Status</li> <li>➤ SIAMS Inspector training (or able to meet the application criteria and undertake the training)</li> <li>➤ Full UK driving licence (and vehicle available for work-related travel)</li> </ul>	<ul style="list-style-type: none"> <li>➤ Relevant post-graduate qualification</li> </ul>
DEVELOPING EFFECTIVE CHURCH SCHOOLS		
<b>EXPERIENCE</b> Recent and successful experience of:	<ul style="list-style-type: none"> <li>➤ a leadership role in a church school</li> <li>➤ leading and delivering school improvement</li> <li>➤ line management</li> <li>➤ working with, or in, a governing body</li> <li>➤ delivering training or CPD</li> </ul>	<ul style="list-style-type: none"> <li>➤ a SIAMS inspection of your setting</li> <li>➤ teaching in a range of contexts (types of school, age ranges, subjects etc.)</li> <li>➤ managing a delegated budget</li> <li>➤ working in partnership with other bodies or organisations to support school effectiveness</li> </ul>
<b>KNOWLEDGE AND SKILLS</b> Ability to evidence an understanding of:	<ul style="list-style-type: none"> <li>➤ best practice in safeguarding</li> <li>➤ the distinctive Christian character of church schools (including national guidance)</li> <li>➤ provisions for statutory inspection under Ofsted and SIAMS</li> <li>➤ up-to-date SIAMS expectations (including in relation to RE, Collective Worship, spiritual development and courageous advocacy)</li> <li>➤ principles of school self-evaluation and school improvement strategy</li> </ul>	<ul style="list-style-type: none"> <li>➤ current Ofsted expectations in relation to curriculum</li> <li>➤ strategies for coaching and developing school leaders</li> </ul>
WORKING IN COMMUNITY		
<b>EXPERIENCE</b> Recent and successful experience of:	<ul style="list-style-type: none"> <li>➤ being part of a worshipping school or church community</li> <li>➤ being instrumental in developing a successful working partnership</li> </ul>	<ul style="list-style-type: none"> <li>➤ working with the local community in a school context</li> <li>➤ church work in a school context</li> <li>➤ community work in a church context</li> </ul>
<b>KNOWLEDGE AND SKILLS</b> Ability to evidence an understanding of:	<ul style="list-style-type: none"> <li>➤ the historical and current role of Church of England schools in their local community</li> <li>➤ the national 'Growing Faith' and the Diocesan 'Growing Younger' initiatives</li> </ul>	<ul style="list-style-type: none"> <li>➤ strategies to develop collaborative work between different school communities; between schools and their own local community; and between schools and the Diocese</li> </ul>

<b>SCHOOL ORGANISATION</b>		
<b>EXPERIENCE</b> Recent and successful experience of:	<ul style="list-style-type: none"> <li>➤ a school-based leadership role which involved at least one of: a community-based initiative; supporting wellbeing of staff and/or pupils; estate management</li> </ul>	<ul style="list-style-type: none"> <li>➤ working in a multi-academy trust context</li> <li>➤ involvement in a significant buildings-related project</li> </ul>
<b>KNOWLEDGE AND SKILLS</b> Ability to evidence an understanding of:	<ul style="list-style-type: none"> <li>➤ the difference between 'church' schools and 'faith' schools</li> <li>➤ national expectations for schools to become part of 'a fully trust led system'</li> <li>➤ the challenges to and opportunities for wellbeing in small rural schools</li> <li>➤ the Church of England's national commitment to 'net zero' by 2030</li> </ul>	<ul style="list-style-type: none"> <li>➤ the legislative framework for voluntary aided schools, in particular funding and buildings</li> <li>➤ the challenge faced by schools which remain the centre of the community but do not have enough pupils to remain 'viable'</li> <li>➤ the implications of reduced funding for 'school improvement' from local authorities</li> </ul>
<b>PERSONAL ATTRIBUTES</b>		
<b>EXPERIENCE</b> Recent and successful experience of:	<ul style="list-style-type: none"> <li>➤ a commitment to supporting and further developing the Christian distinctiveness of our schools</li> <li>➤ meeting professional and personal targets</li> <li>➤ working as a 'self-starter', able to take forward agreed projects or development areas</li> <li>➤ tackling a diverse workload strategically to achieve outcomes within deadlines</li> <li>➤ balancing 'hands-on' and strategic work</li> <li>➤ excellent communication and relationship building skills</li> </ul>	<ul style="list-style-type: none"> <li>➤ nurturing, developing and encouraging others</li> <li>➤ solving problems and overcoming obstacles</li> <li>➤ playing a key role in building team working</li> </ul>
<b>KNOWLEDGE AND SKILLS</b> Ability to evidence an understanding of:	<ul style="list-style-type: none"> <li>➤ servant leadership</li> <li>➤ ways in which to inspire confidence, trust and mutually respectful relationships</li> <li>➤ the importance of living well together and community in the workplace, including empowering others</li> <li>➤ the importance of change, when appropriate, and the ways in which change can be effectively managed</li> <li>➤ flexible working (including swapping work patterns or working some evenings and/or weekends)</li> </ul>	<ul style="list-style-type: none"> <li>➤ approaches to contributing to shared leadership (including across the Diocese)</li> <li>➤ the 'why' of education (in particular church school education)</li> </ul>

## DIOCESAN ENVIRONMENT & STAKEHOLDER NETWORK

### FINANCIAL IMPACT:

(How much and for what)

### DIRECT INCOME:

The DBE budget is c. £200,000, set by the DBF. You would play a supportive role in managing this.

### INDIRECT INCOME FROM:

DBE Services (c. £19,000);

Partnership Agreement (c. £30,000);

Training revenue other than our SLA (c. £2,000);

Statutory trust (Barchester) with £6,000,000 invested;

Shared oversight of and involvement in ESFA funding (c. £1,000,000 in 2021-2022)

### INTERNAL NETWORK:

- Director of Education; Chair and Members of the Carlisle Diocesan Board of Education;
- Bishops of Carlisle and Penrith;
- Diocesan Secretary;
- Archdeacons;
- God for All team members;
- Diocesan Board of Finance Team;
- Good Shepherd Trust Team

### EXTERNAL NETWORK:

- Headteachers and school staff;
- School governors, trustees and members;
- Mission Community leaders;
- Local ministers including Rural Deans, clergy, ministers (including ecumenical church leaders), lay leaders, volunteers and any other supportive members of the local community;
- Partnership of North-Western Dioceses;
- Cumbria Alliance of System Leaders (CASL)
- Cumbria Local Alliance of System Leaders (LASL)
- Standing Advisory Council on Religious Education (SACRE)
- Church of England Foundation for Educational Leadership (CEFEL)
- Church of England Education Office (CEEEO)
- Department for Education (DfE)
- Regional Schools Commissioner (RSC)
- Education and Skills Funding Agency (ESFA)

**POST APPOINTMENT ONLY****BENEFITS**

<b>Salary:</b>	c. £42,000
<b>Hours:</b>	Full time (although flexible working would be considered)
<b>Pension:</b>	Non-contributory, defined contributions scheme (employer's contribution is 15% of salary)
<b>Car:</b>	Mileage paid at 45ppm
<b>Mobile phone:</b>	Smartphone with remote access to email
<b>Expenses:</b>	Agreed work-related expenses fully covered
<b>Leave:</b>	<ul style="list-style-type: none"><li>• 26 days (pro-rata) annual leave plus public holidays</li><li>• Additional time off between Christmas and New Year at the discretion of the employer</li><li>• Flexi-time system in operation including time off in lieu of hours worked at evenings and weekends</li></ul>

**SAFEGUARDING**

We are committed to safeguarding and promoting the welfare of all, and expect staff to share that commitment. The successful candidate will require enhanced DBS clearance.

**OCCUPATIONAL REQUIREMENT**

An Occupational Requirement exists for the post-holder to be a practising Christian under Part 1 of Schedule 9 of the Equality Act 20210.

**PROBATIONARY PERIOD**

This post will include an initial 6-month probationary period.

**Authorised by line manager:**

**Date:**

This role, and its associated documentation, has been fully explained to me. I understand and accept its content and my responsibilities.

**Signature of post holder:**

**Date:**