



Recruitment Pack

**SENIOR DIRECTOR FOR HUMANITIES &
ENGLISH**

NOVEMBER 2022



The Halifax Academy



The Halifax Academy

At The Halifax Academy we have the courage to do things differently. Our ground-breaking approach to education takes children through five phases from reception to Year 11, creating a fully integrated school journey from ages 4- 16. The Senior Director for Humanities and English is a unique and vital role making a real difference in the lives of our children and families. This is your chance to join a friendly, community-focused through school, helping us to shape the future of education.

This position offers the right candidate an opportunity to ensure pupils develop their understanding of the world through the Humanities subjects, as well as giving pupils the tools they need to be able to engage with the world around them; from reading insightfully and writing powerfully, to speaking with genuine confidence. At the heart of our curriculum is a focus on social justice for the most vulnerable families and pupils, so that they realise their 'voice to change the world'.

As the Senior Director for Humanities and English, you will have an opportunity to lead and shape two high performing teams and support them to become even more successful. We are a high achieving school with strong values, work ethic and mutual sense of purpose. We care about the little things, enjoy learning together and share unrelentingly high standards. We are incredibly proud that our school has been awarded the Investors in People Platinum Award - the only through school in the country to attain this level. The successful candidate will be an outstanding teacher. They might be a current senior leader looking for a different challenge or current middle leader wanting to develop their skills and leadership outside of their current subject area. What matters is your mindset. We are looking for someone who can bring something special to our school. Someone who has the courage to change the way they do things, who is itching to innovate the way schools approach the curriculum and teaching and learning; someone constantly curious, self-reflective, eager to explore collaborations with potential for pupils, and to experiment with classroom practice.

The Halifax Academy is a different kind of school and we are looking for people who are committed to exploring new approaches, and reshaping education. We would love you to come and meet us so that we can get to know you and give you the chance to find out more.

As Headteacher of our through school, I genuinely believe (and constantly remind the students) that I have the best job in the world. If you would like to be able to say that too, then Senior Director for Humanities and English could be the role for you.

Matt Perry
Headteacher



Impact Education is a family of seven Academies proud to serve diverse communities in Calderdale and Kirklees, West Yorkshire. We are truly comprehensive, providing primary, secondary and all-through education, including alternative provision.

Our mission is to improve the life chances of children and young people and improve social mobility. We are an inclusive Trust where hearts and minds connect; values-driven partners who work collaboratively to ensure education impacts positively on students, families, communities and staff.

This is an exciting and important role at the Trust's founding school, The Halifax Academy, a high performing and pioneering all-through school in the heart of West Central Halifax. The Academy has been transformed through high quality professional learning partnerships, using what works best from research and evidence. As well as improving outcomes, the academy also places its civic responsibilities at the heart of its development; our communities matter.

We are looking for candidates who are committed to our mission, vision and shared aims. You will be empowered to share your knowledge, skills and experiences to contribute to the continuing development of the Trust.

We look forward to working with you.

Best wishes

A handwritten signature in blue ink that reads "M. Kay". The signature is written in a cursive style with a long, sweeping tail on the letter 'y'.

Mick Kay
Chief Executive &
Accounting Officer

The Halifax Academy has three key values; Heart, Mind, Connect



Heart



Creativity

Creativity is mistakes
- Grayson Perry



Self Worth

You are your best thing
- Toni Morrison



Kindness

If you find it in your heart to care for somebody else, you will have succeeded - Maya Angelou



Mind



Effort

Quality is never an accident. It is always the result of intelligent effort - John Ruskin



Understanding

Nothing in life is to be feared, it is only to be understood. Now is the time to understand more so that we may fear less - Marie Curie



Wisdom

Never mistake knowledge for wisdom. One helps you make a living, the other helps you make a life - Eleanor Roosevelt



Connect



Courage

You must never be fearful about what you are doing when it is right - Rosa Parks



Changing the World

No one is too small to make a difference - Greta Thunberg

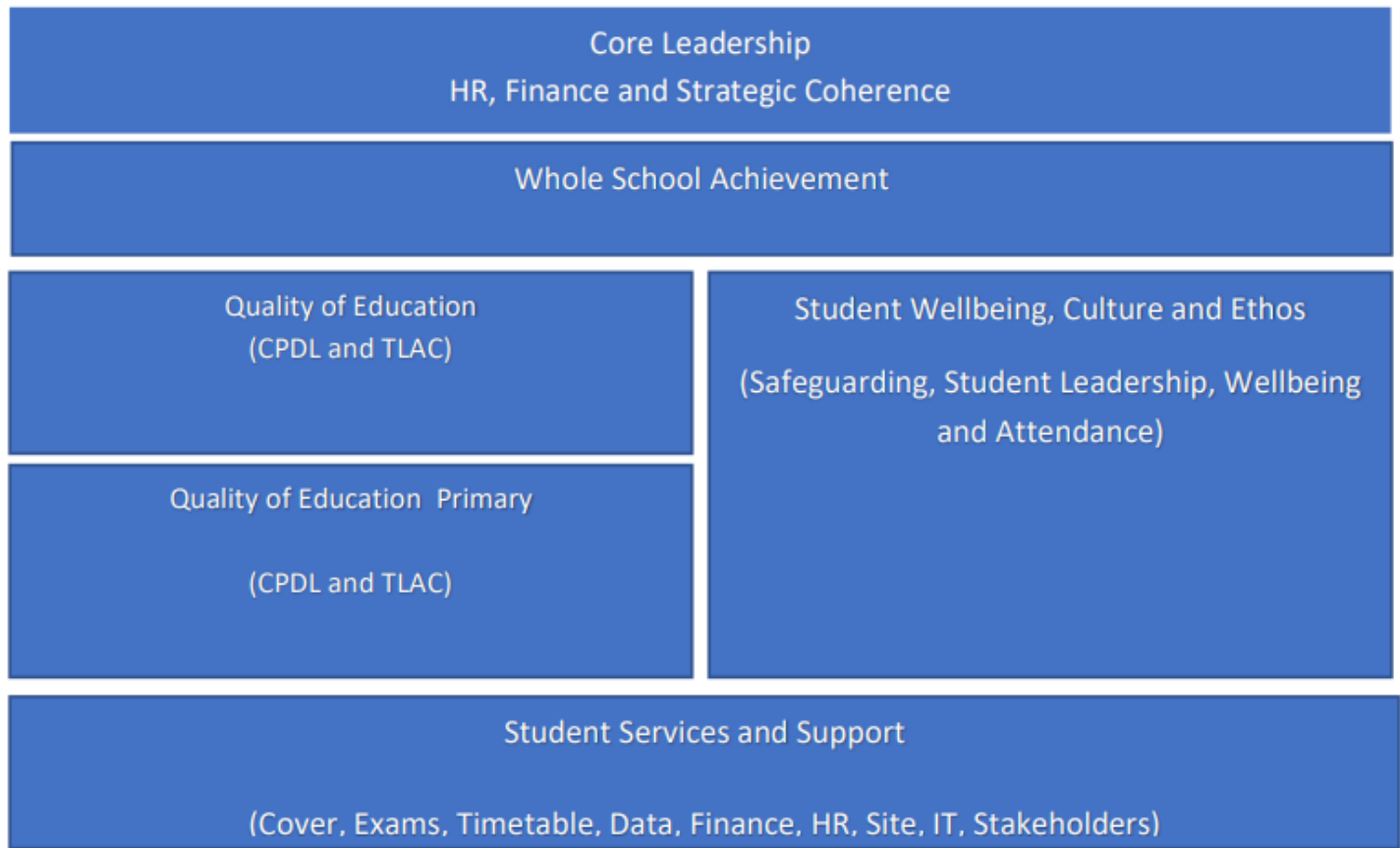


Advocacy

I raise my voice - not so I can shout, but so that those without a voice can be heard - Malala Yousafzai



Our Approach to 4 - 16 education



Humanities and Communications	STEAM	Performance	Inclusion	Primary
<ul style="list-style-type: none"> •English •Geography •History •RE •Languages •Business Studies 	<ul style="list-style-type: none"> •Science •Mathematics •Computing 	<ul style="list-style-type: none"> •Art & Design •Photography •Technology •Music •PE 	<ul style="list-style-type: none"> •Impact •Accelerator 	<ul style="list-style-type: none"> •Phase 1 •Phase 2 •Year 6



Teaching & Learning at The Halifax Academy

Voice

Talk is important at our school where pupils are encouraged to find their own voice to change the world. We teach pupils how to speak with clarity and conviction, how to listen carefully and how to take part in powerful and productive conversations. Talk infuses every aspect of our school curriculum whether that be storytelling, role play, performing or listening carefully to each other. We enable pupils to learn about what matters, and to understand how to effect real change in their school, their community and the world.

Coaching

Coaching lies at the heart of our professional development. We provide staff, across all roles, with the time and space to take part in meaningful professional conversations. The ability to reflect on what we do and how we do it, and to collaborate with our peers, drives our approach to school improvement, and in particular to classroom expertise. We know that however excellent our current approach, we can always improve.

Subject Specialism

We use every opportunity to connect students with subject specialists both inside and outside the school. The through-school approach helps us to offer students the chance to see their learning through the eyes of experts and to experience learning which has been developed and delivered by specialists.

Creativity

We are a school that loves art and see creativity as a vital tool for developing imagination, building relationships, exploring the world around us and encouraging problem solving skills. Our art curriculum has been developed by specialists and is delivered across all year groups by our highly successful team of practitioners. Pupils are supported in taking risks, giving and receiving feedback and producing beautiful outcomes.

Wellbeing

Our curriculum teaches pupils to be well in mind and body, and to build happy relationships with others within the school and wider community. We encourage students to collaborate with each other and teach emotional intelligence and empathy. We connect pupils with nature through carefully designed outdoor areas and through the use of natural learning resources throughout the curriculum. We care about staff wellbeing and work hard to make sure teachers are happy and thrive.

Valued **Developing Staff**

At The Halifax Academy, we take staff development and wellbeing extremely seriously. We are a school made up of people who want to give pupils 'a voice to change the world.' To do this we believe in creativity with rigour; finding new approaches and different ways of thinking, implementing them with excellence, and constantly testing, reviewing and reflecting on our practice.

The ways we support staff personal and professional development are as follows:

- We offer a teacher enquiry model of professional development, that engages teachers as researchers of their own practice, using coaching as the drum beat of professional life. Teachers work in collaborative coaching trios exploring a range of themes, relevant to themselves and their pupils.
- All staff have the opportunity to take part in a Learning Enquiry to reflect on an aspect of the school's work and to make a genuine impact on policy and classroom practice.
- We make sure that teachers have the time, space and resources to learn, reflect and take risks.
- We take a long-term view of learning, not expecting quick fixes, and recognising that changing professional practice can be difficult and that it takes time to show real impact on learning.
- We check in regularly on teacher wellbeing, and are committed to the idea that you can both innovate and thrive, if challenged, nurtured and supported through a carefully managed culture of feedback. All staff have regular Valued conversations and are encouraged to shape their own professional learning. We aim to help all staff become the best professionals they can be, developing them in the round by focusing on behaviours, skills and knowledge.
- We offer a wide range of leadership opportunities and there are many opportunities for individuals to access leadership courses; the school is a partner of Best Practice Network, delivering a wide range of courses including NPQSL and NPQML.

As a leader at The Halifax Academy:

- You will join a high achieving and successful senior leadership team that works across the through school.
- You will be supported by a team of experts to develop your leadership.
- You will be line managed by the Headteacher of the school and supported on a day-to-day basis by both the Headteacher and Deputy Headteacher
- You will join a culture where 'Creativity is mistakes' and will be supported to be brave and innovative in your approach.
- We take time to listen and understand people and you will be part of a kind, caring and nurturing culture.
- We understand that learning is messy and leadership is difficult and you will be supported through the more challenging problems that school leaders face.
- You will join a team that cares deeply about children and staff who believe in and practise ethical leadership.

What we are looking for...

We are committed to the ongoing development of our staff and believe in developing leaders at all levels, in all roles. Valued, our professional learning review, is built around our values of Heart, Mind, Connect, allowing individuals to drive their own learning. Staff take ownership of their development through self-evaluation against professional standards and by using The Ethical Leadership Framework as a tool for positive behaviours. We want all colleagues to be inspired and supported to realise their full potential.

CREATIVITY

Living out our values - MIND

- We will develop our problem solving skills and resourcefulness to enable staff and students alike to challenge themselves, release their creativity and achieve to their full potential.
- We will provide opportunities to stretch individuals in order for them to take responsibility for their own learning and develop independent thought, in order to take on different and challenging roles within our school and communities.
- We will ask questions and learn from one another and develop our critical analysis skills to make sound, reason-based decisions and judgements.

- **DEFINITION** Ability to adapt to and work with a variety of situations, individuals and groups - able to think on your feet and not being disconcerted or stopped by the unexpected.
- **WHY IS IT IMPORTANT?** To respond to the different and changing demands and work across a range of activities, now and in the future. Flexibility in interpreting rules, procedures and policy to ensure the needs of both staff and students are met to maximise their contribution.

BELIEF

Living out our values - CONNECT

- We will provide clarity of vision which will enable us to develop shared goals with everyone feeling empowered to pass on their skills and knowledge to the benefit of the wider community.
- We will develop inspiring leaders with the emotional intelligence to work collaboratively with and respect people from a diverse range of cultures and backgrounds.
- We will ensure everyone is part of the team with clear roles and expectations.

- **DEFINITION** This is about encouraging, inspiring and supporting others to develop self-belief and the capability to help them realise their full potential. It involves being totally clear with others about what has to be achieved, to what standard, by when, within what budget (where appropriate), and then making their accountability for making it happen clear.
- **WHY IS IT IMPORTANT?** Leaders are responsible for ensuring their teams understand what is required and why, for providing or arranging appropriate support and coaching and delegating appropriately so that individuals are confident to take on more responsibility. It is important to ensure objectives are achieved and that everyone is doing their job to the required standard. A key part of the success of the school is managing poor performance when this is not happening.

COURAGE

Living out our values - HEART

- We will expect and value integrity and people should feel safe to speak up for what they believe and know their voice will be heard.
- We will develop a keen sense of what is right and wrong and seek to tackle injustice wherever we find it, whilst ensuring we are tolerant of different views.

- **DEFINITION** This is about having the belief in one's ability to do the job, providing opinion or judgement when necessary and being prepared to take a decisive course of action.
- **WHY IS IT IMPORTANT?** This behaviour is particularly important to those jobs where individuals are placed in challenging circumstances and where their opinion or advice may be questioned. It enables individuals to stand their ground and to work independently without constantly referring to others for advice. Individuals who demonstrate courage are prepared to take on new or different challenges in their role. Courage is about having confidence in one's knowledge and ability and the resilience to do difficult things because it is right to do them.

UNDERSTANDING

Living out our values - CONNECT

- We will develop inspiring leaders with the emotional intelligence to work collaboratively with and respect people from a diverse range of cultures and backgrounds..
- We will promote and value effective teamwork.
- We will ensure everyone is part of the team with clear roles and expectations.

- **DEFINITION** Successful teamwork is about working co-operatively to achieve shared goals. It is built on self awareness and an understanding of how you and others work within a team, the impact of behaviour and strengths and limitations.
- **WHY IS IT IMPORTANT?** Within The Halifax Academy, we must work co-operatively together, sharing best practice, breaking down barriers, and communicating fully on new initiatives and priorities. Understanding oneself enables individuals better to understand and relate to one another.



Job Description

Post Title: Senior Director for Humanities & English
Salary: L9 - L15
Reporting to: Deputy Headteacher Quality of Education/Quality of Education AHT
Responsible for: Humanities, English and MFL teams
Liaising with: Senior Leaders, Governors and other relevant staff across the Academy and the Trust
External organisations, representatives from the DfE, councillors and trust partners

Core Purpose:

a) To be an expert teacher

b) To lead strategically the direction and development of Humanities and English faculties in accordance with the school's ethos and vision by:

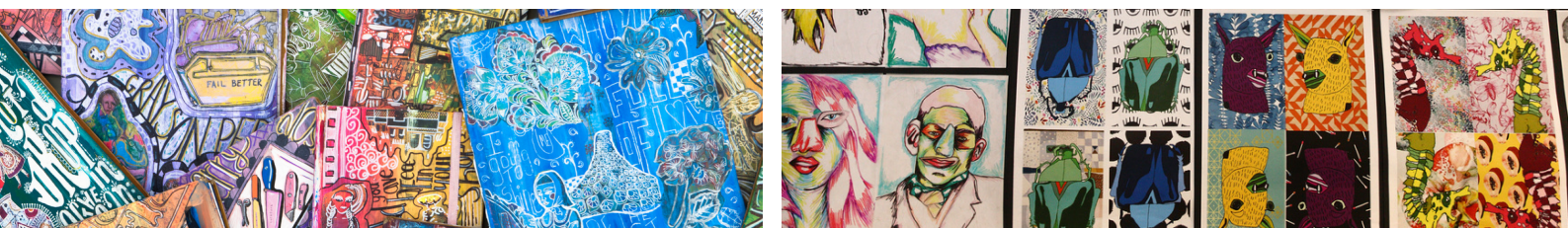
- Ensuring the vision of 'a voice to change the world' is clearly articulated, shared and understood and acted upon by all staff
- Translating the vision into day to day practice for the Humanities and English team
- Ensuring that the curriculum reflects the school's vision and values
- Ensuring that all pupils achieve excellent progression by using the systems and processes to track pupils' progress and ensure relevant intervention strategies are used
- To lead and develop the leadership team to raise standards and expectations, hold leaders to account and support the Senior Leadership Team

c) To have overall responsibility for raising standards of pupil achievement in the Humanities and English faculties by:

- Ensuring all pupils follow a well planned and sequenced curriculum from 4 - 16
- Working with the Quality of Education team to ensure that standards are high in the classroom
- Working with the Quality of Education team to ensure that all staff receive high quality coaching and continued professional development and learning opportunities
- Working with the Quality of Education team to devise and deliver a training plan that develops staff and improves student progress

d) To develop and support the leadership culture in the academy by:

- ensuring that all staff linked with Humanities and English have three ValuED conversations a year
- support the Senior Leadership Team to instil the ValuED framework across the school
- dealing with staffing issues in an appropriate manner
- liaise with HR to deal with any staffing issues in consultation with the Quality of Education link
- manage staff performance in line with the academy and Trust policies



Person Specification

KEY CRITERIA	ESSENTIAL	DESIRABLE
Qualifications & Experience	<ul style="list-style-type: none"> graduate or equivalent qualifications 	<ul style="list-style-type: none"> innovative use of resources
	<ul style="list-style-type: none"> At least three years experience of mainstream leadership with proven track record of responsibility for improving subject performance 	<ul style="list-style-type: none"> working with young people and inner city communities
Leadership & Management	<ul style="list-style-type: none"> successful involvement in leading performance processes and data analysis 	<ul style="list-style-type: none"> experience of teaching Primary
	<ul style="list-style-type: none"> successful experience of leading and managing change, innovation and achieving high performance 	
	<ul style="list-style-type: none"> inspirational leader with a commitment to academy improvement and changing outcomes for young people 	<ul style="list-style-type: none"> motivate all those involved in the delivery team
	<ul style="list-style-type: none"> innovative approaches to working with pupils, parents, staff and other stakeholders 	<ul style="list-style-type: none"> liaise effectively with other organisations and agencies
	<ul style="list-style-type: none"> prioritise, plan and organise direct and co-ordinate the work of others set high standards and provide a role model for pupils and staff deal sensitively with people and resolve conflicts a commitment to an open and collaborative style of management 	
Knowledge & Understanding	<ul style="list-style-type: none"> the principles and characteristics of successful faculties 	<ul style="list-style-type: none"> different methods of consulting with stakeholders
	<ul style="list-style-type: none"> the principles and practices of strategic and operational planning and delivery 	<ul style="list-style-type: none"> professional and community links
	<ul style="list-style-type: none"> effective and efficient financial management 	<ul style="list-style-type: none"> strategies for ensuring equal opportunities for staff, pupils and other stakeholders
	<ul style="list-style-type: none"> effective review and evaluation procedures 	
Communication Skills	<ul style="list-style-type: none"> ability to articulate strategic vision, ethos and values to a range of stakeholders 	<ul style="list-style-type: none"> develop, maintain and use an effective network of contacts
	<ul style="list-style-type: none"> ability and presence to make points clearly, listen, understand and respond in a variety of situations. 	
	<ul style="list-style-type: none"> negotiate and consult fairly and effectively 	
	<ul style="list-style-type: none"> develop and manage good communication systems 	
	<ul style="list-style-type: none"> communicate effectively orally and in writing to a range of audiences 	
Decision and Judgement making Skills	<ul style="list-style-type: none"> make decisions based on analysis, interpretation and understanding of relevant data and information 	
	<ul style="list-style-type: none"> demonstrate good judgement in a leadership or management role 	
	<ul style="list-style-type: none"> think creatively and imaginatively to anticipate, identify and solve problems 	
Self-Management Skills	<ul style="list-style-type: none"> prioritise and manage own time effectively 	<ul style="list-style-type: none"> achieve challenging professional goals
	<ul style="list-style-type: none"> work under pressure and to deadlines 	<ul style="list-style-type: none"> take responsibility for own professional development