

Applicant Information
for the position of

Director of Partnerships and Outreach

for September 2020 or ASAP

Closing date for applications: **8am Tuesday 18 February 2020**

Interviews expected on: **Tuesday 3 March 2020**

The Schools

Haberdashers' Aske's School for Girls and The Haberdashers' Aske's Boys' School are two of the eleven schools of the Worshipful Company of Haberdashers. We share a rich history, tracing our roots back to the 17th Century when our founder, Robert Aske, established the principles that guide us to this day - we give talented and ambitious young people, irrespective of background, the opportunities they need to succeed in life.

Our priority is the education of the whole person in a truly exceptional learning environment with outstanding facilities. Our inquisitive students are taught by a highly qualified, committed staff who, in partnership with parents, provide every student with the intellectual, cultural, physical, moral, personal and spiritual resources they need to give them confidence to go forward in a changing world. The quality of pastoral care and the opportunity to take part in the most varied of character-building co-curricular programmes brings with it a duty of ethical leadership and social responsibility.

The Site

The schools occupy traditional and purpose-built facilities in a superb setting: 100 acres of playing fields and grounds, all within close reach of north London. We operate an extensive coach network for use by students and staff, ranging from Harpenden in the north, St John's Wood in the south, Cuffley in the east and Rickmansworth in the west. Students leave school knowing that they have benefitted from the very best, well-rounded educational experience.



One of our distinctive features is the fact that the two schools are based next door to each other, and many families have children at both schools. Run separately, but enjoying the advantages of the same site, provides us with the best of both worlds – a single-sex education for our students whilst reaping the benefits of the opportunities for collaboration and joint activities.

Across the whole age range close links are forged. In the Sixth Form the schools run a joint Enrichment programme to supplement the curriculum and, in some subjects, co-teaching has been established. It is intended that the option for greater co-educational teaching will be increased from September 2020 across the subject range offered at A Level.

The schools also work closely together on an extra-curricular and co-curricular level, with joint trips, concerts and clubs taking place across the age ranges. Additionally, the Careers and Higher Education staff work closely to provide all students with unparalleled access to a range of alumni who provide guidance, expertise and practical opportunities as they approach the end of their time with us before heading off to university.

Results

Our outstanding results at all levels reflect the hard work and commitment of our students and the staff who support them. The majority of our students leave us to go on to take up places at the top universities and medical schools; a number accept Oxbridge places each year.

In 2019 our students achieved the following:

	The Haberdashers' Aske's Boys' School	Haberdashers' Aske's School for Girls
SATS	75%+ scored 110+ in reading, grammar & maths *	71% scored 110+ in reading, grammar & maths
GCSE	73% grade 9/8/A*, 89% grade 9/8/A* - 7/A	78% grade 9/8/A*, 92% grade 9/8/A* - 7/A
AS Level	66% grade A, 85% grade A - B	N/A
A Level	45% A*, 76% grade A* - A	30% grade A*, 74% grade A* - A

* 2018 data

Staff

Our staff are drawn from a large catchment area which includes North London, Hertfordshire and Buckinghamshire. There is a strong sense of community amongst the staff, with a number of social events throughout the year. Staff are able to make use of the schools' sports facilities including swimming pool, fitness suite, badminton and tennis courts. Free school lunches are provided in term time, as is free use of the schools' coach service where spaces are available.

The staff body comprises 500+ employed staff (teaching and support), alongside visiting music teachers, coaches and volunteers. Staff foster excellent relationships with the students, and are committed in supporting the provision of extra-curricular clubs, House activities, school trips and other events.

The schools are committed to supporting the continued professional development of their staff. As well as attending external INSET courses, a full and varied programme is offered in-house. Half-termly optional Learning Lunches and Twilight INSETs cover a vast array of academic, pastoral and career advancement training. There is a well-established Performance Related Pay Programme operating which is closely linked to the professional development programme. The schools support staff in gaining relevant qualifications such as ISQAM, QTS, PhD etc as resources allow. Additionally, several staff have recently embarked upon Action Research projects. All new staff attend an induction programme offering practical sessions to ease the transition to a new school. The schools have their own pay scale and, at the discretion of the Heads, salaries are above the National Pay Scale.



The Role

The Director of Partnerships and Outreach will deliver crucial elements of the Governors' joint Strategy 2020-30, building a leading and extensive partnership programme both locally and internationally.

The successful applicant will be expected to teach approximately one third of a full timetable and will report to the Senior Deputy Heads at both The Haberdashers' Aske's Boys' School and Haberdashers' Aske's School for Girls. Ideally, teaching would take place at both schools.

Purpose of the Partnerships and Outreach Role

- To develop a strategy and implementation plan for partnerships and outreach that is agreed by the Governing Body and Senior Leadership Teams of both schools.
- To audit and evaluate existing partnerships between the local community and the schools at Elstree.
- To consider, and recommend, how opportunities can be improved by a joint offering from the two schools.
- To forge substantial and multiple links between local primary and secondary schools, including local MATs, and the schools at Elstree.
- To explore and develop meaningful links with schools overseas.
- To work with the Governing Body, the Haberdashers' Company and the local community; local and national political leaders and educationalists; and relevant education authorities to develop plans for a Free School in the locality.
- To work with the Senior Leadership Teams of both schools, developing partnerships and exploring the possibility of establishing a Free School or a SCITT in the future.

Specific Duties of the Director of Partnerships and Outreach

Responsibilities include, but are not limited to, the following:

- Developing and implementing the schools' partnerships and outreach strategy.
- Working with departments in both schools which have already established partnerships.
- Developing links with schools in the catchment area, including the support for local primary schools.
- Devising, co-ordinating and organising the delivery of a programme of activities to bring children into the schools e.g. masterclasses/sports activities/Music School etc.
- Identifying and developing relationships with potential partner schools overseas.
- Ensuring the schools fulfil their charitable objectives.
- Contribute to recruitment for the schools' bursary/financial assistance programmes.
- Ensuring effective internal and external communication about the schools' outreach programmes.
- Representing the Headmistress and Headmaster externally including being the spokesperson for the schools' partnerships and outreach activities.
- Championing partnership activity amongst staff in both schools.
- The successful candidate may need to provide oversight of projects that run during the school holidays; some flexibility will be required.
- Reporting to the leadership of both schools on a regular basis.
- Reporting to Governors on a regular basis and where appropriate engaging them in the on-going outreach activities (e.g. the Haberdashers' family of schools).

Some organisations currently involved in the schools' Partnerships and Outreach initiatives

- Alban City School, a state funded Free School for primary aged children
- Grimsdyke School, a state school for primary aged children
- Hertswood School, an Academy for secondary aged children
- Parikrma Foundation, a school that supports young children from the slum communities and orphanages in Bangalore
- Islington Migrant Centre for Refugees and Migrants
- Third Hope, a charity that responds to the injustice of child soldiers in Uganda
- Mencap, an annual Funday is hosted for children between the ages of 5 and 19 with mental and physical difficulties
- Outreach Speaker Programme for schools in the local area



Common responsibilities of subject teachers include, but are not limited to, the following:

Strategic School Aims and Objectives

- provide a challenging, positive, stimulating and secure learning community for students
- contribute to cross-curricular work within the school
- ensuring health and safety regulations are adhered to

Staff Development

- inspire and motivate colleagues through his/her own passion for the subject
- assume areas of responsibility as delegated by the Head of Department
- ensure that appropriate in-service training is undertaken as required
- participate in the extensive Teaching & Learning programme available

Curriculum and Timetable

- planning and resourcing lessons
- contributing willingly to departmental schemes of work
- encouraging and supporting students in extra-curricular activities
- maintaining attractive and relevant displays in classrooms and corridors

Academic Monitoring and Assessment

- marking class and homework
- writing reports
- attending Parents' Evenings
- marking school examinations and controlled assessments

The Person

The schools value their teachers and expect the highest level of professionalism and knowledge of their subject area, and an ability to communicate their passion for the subject to its students. Staff should inspire trust and confidence, in students and colleagues alike, whilst creating a positive and stimulating learning environment.

Qualifications

Essential

- Good honours degree
- Proven track record of successful leadership in the education world, together with experience of leading effective communications in that sphere

Desirable

- QTS, PGCE or equivalent
- An understanding of the range of educational experiences from 4-18 across sectors, either as a teacher or governor
- A broad and current understanding of the range of maintained sector educational establishments
- Full driving license

Skills

Essential

- Outstanding classroom practitioner, with a passion for teaching and learning
- Ability to work collaboratively with others, including in a leadership capacity
- Outstanding communication skills (both orally and in writing) with exceptional interpersonal skills
- Ability to think strategically at a whole school level
- Effectively balance the priorities of both schools
- Confidence in networking in both schools' communities of students, staff and parents
- The ability to challenge and ask questions
- Being prepared to spend time in both schools in order to gain familiarity with the ethos and environment, including attendance at the individual schools' briefing meetings
- Willingness to travel as required, both in the UK and overseas

Desirable

- Proven experience of setting up partnerships and outreach projects
- A sharp intellect to dissect problems and the creativity and positivity to identify solutions
- Ability to build relationships with key external stakeholders
- Innovative Teaching & Learning
- Experience of offering good pastoral support
- Knowledge of using technology effectively to support Teaching & Learning
- Ability to prepare students for university and Oxbridge UCAS applications

Qualities

Essential

- Inspiring, creative and highly able school leader
- A strong belief in the power of partnership and a genuine commitment to widen access to the schools
- Possess a positive attitude and approach to change and development, including a balanced sense of perspective
- Be well organised and able to plan time effectively, operating independently under broad direction
- Ability to inspire and motivate others
- Have a strong sense of self-awareness and be willing to learn
- Have a sense of humour

Desirable

- Interest in developments within Teaching & Learning
- Innovative approach to educating the whole student
- An understanding of the value of independent learning

Salary and Benefits

The Haberdashers' Aske's Boys' School and Haberdashers' Aske's School for Girls are amongst the leading schools in the country and both recognise and reward experience, excellence and responsibility.

The schools have their own generous salary scale. The salary for the successful candidate will depend upon their qualifications and experience and will be discussed at interview.

Candidates should note that all appointments are subject to an enhanced check with the Disclosure & Barring Service and references from past employers.

In addition to salary other benefits of teaching at the school include:

- Access to the Teachers' Pension Scheme
- Additional life insurance cover
- Free lunch and refreshments during term time
- Free onsite parking or access to travel on the extensive school coach network free of charge
- Provision of personal mobile technology
- Extensive professional development training opportunities
- A strong commitment to professional development, with support available for sabbaticals, post-graduate degrees and obtaining other relevant qualifications
- Free access to sports facilities and well-being programmes for staff
- Fee remission for each eligible child at The Haberdashers' Aske's Boys' School and Haberdashers' Aske's School for Girls
- Access to an Employee Assistance Programme



The Process

The Haberdashers' Aske's Boys' School and Haberdashers' Aske's School for Girls are committed to safeguarding and promoting the welfare of children and young people. Successful candidates will be subject to an enhanced DBS record check. Before you apply for this post please ensure that you have read our Guidance, which can be found on the Staff Vacancies section of the schools' websites.

Applications should be submitted on the schools' application form, detailing how you meet the requirements of the role and person specification. Please note that CVs are not accepted.

Closing date: 8am Tuesday 18 February 2020

Interviews to be held on: Tuesday 3 March 2020

Please note that due to the volume of applications we receive, we are unable to provide individual feedback except to those candidates who are invited to interview.

The Haberdashers' Aske's Boys' School and Haberdashers' Aske's School for Girls are committed to ensuring that applicants and employees from all sections of the community are treated equally and not discriminated against on the grounds of gender, colour, race, nationality, marital or civil partnership status, religion or belief, sexual orientation, disability or age.

