



'Engaging learners to enhance their life opportunities and outcomes'



Job Description and ToRs – Trust Deputy CEO and Trust Strategy and Development Lead v1.1 approved by Trust Board on 17th June 2021 Item 8.3

Name:	Jane Reason
Salary:	0.25 FTE at a salary consistent with responsibility across all Trust schools
Responsible to:	Trust Board
Effective From:	17 th June 2021

PURPOSE OF THE ROLE

The key purposes of the Deputy CEO, Strategy and Development Lead are:

1. to support the Trustees in the development of the Trust Strategy and co-ordinate the delivery of the agreed Strategy through the Executive Team and individual schools, and
2. to identify and shape the Trust's Development for Growth and Innovation through building on the individual school development plans and
3. to be the CEO's Deputy, where this is required, in consultation with the CEO. This will include deputising for the CEO at meetings. Working with the CEO, including taking responsibility for tasks delegated by the CEO and the Trust Board.

The Deputy CEO will be a member of the Executive Team, alongside the CEO and the CFO. They will be accountable to the Trust Board.

They will have responsibility for ensuring the Trust's vision and ethos is embedded across all Trust schools and will work with the Executive Team to ensure that BEST's three year budget plan will deliver against the Trust's Strategic Plan and Development Plan for Educational Excellence, Growth and Innovation and ensure consistency throughout the Trust.

They will also be a member of all School Improvement Boards, which the Trust will create when sponsoring a school to ensure consistency of its strategic direction with the Trust's Strategic and Developmental Plan.

They will be a senior employee of the Trust who is able to articulate the development of the Trust based on the vision, values and ethos for the Believe Engage Succeed Trust and who will inspire and empower others to share in achieving it.

They will be flexible, experienced and skilful leaders, able to employ a wide range of leadership and management skills and able to empower the work of teachers and leaders, at all levels.

Location

The role will require interactions with all Trust schools, and therefore the post holder can base themselves in their home school. Travel to other schools in the Trust and close working with the CEO will be required.

KEY ACCOUNTABILITIES

Strategic

- As a member of the Executive Team, participate in building the Trust Vision, Aims and Values, ensuring that a consistent development plan runs throughout Trust wide policies and practice and also those at school level.

- Be influential in the shaping and delivery of the Trust Strategic Plan (TSP); by working with the Trust CEO throughout its' development and implementation.
- Responsible for the Trust wide articulation and coherent messaging of the Strategy to all the Trust's audiences.
- Support the Trust Board in the monitoring and ongoing reporting of the Trust Strategy delivery & development.
- Shape the Trust's Development Plan (TDP).
- Work with all BEST schools to empower the delivery of the agreed TSP and TDP.
- In support of the Trust's Vision to be recognised as a leader of innovation in education, take the lead in ensuring the Trust and its schools are at the forefront of innovation in learning, identifying the impact of national and local policies and developments, and the latest research in education appropriate for Trust school settings.
- Ensure senior leaders are well briefed on innovations.
- Create a culture of continual improvement and be an inspirational leader, committed to the highest achievement for the Trust's work.
- Attend meetings as the CEO's Deputy and take responsibility for tasks delegated from the CEO and the Trust Board
- Attend Trust Board meetings, as an invitee when requested to ensure ; they are fully conversant with the Trust's stance on matters.

Leadership and Management

- Be proactive and drive the strategic and development priorities, ensuring that the TDP is aligned fully and in tune with both the TSP and individual school improvement / development plans.
- Work with the CEO and school leadership teams to create a culture of continuous improvement and talent development across the Trust, through developing and embedding, in all schools, a peer review and mentoring structure built on best practice across a number of other sectors, not just education.

Financial Management

- Work with the Executive Team, especially the CFO to ensure that BEST's three year budget plan will deliver against the TDP.
- Working with the Executive Team to explore ways to enhance the income for BEST and Trust schools in line with the TSP, linking any bids with clearly articulated goals within the TDP.

Partnerships

- As part of the Executive Team, develop and lead Development Partnerships that ensure the Trust and its schools participate in local, national and international education networks.
- Identify key agencies, individuals and groups that could enhance and accelerate the delivery of the TDP, both locally and nationally.

The above list is not exhaustive or exclusive. The role requires the post holder to be professional, co-operative and flexible in line with business needs of the Trust.

The post holder is required to undertake additional such duties as may be reasonably expected within the scope and grading for the post.

This Job Description will be reviewed annually to ensure it is in line with the expectations the Trust has of the Post Holder.