

Job title: Deputy Director of Learning Services

Date: 08.03.2018

Ref:LS95011

Job Purpose

Leeds' ambition is to be a strong economy in a compassionate city. As part of Children's Services Leadership Team, the Deputy Director will work with partners including schools, further and higher education providers, health and the local communities to ensure that every child and young person in Leeds has the opportunity to achieve their potential and lead fulfilling lives, with children being at the heart of the growth strategy. The Deputy Director is jointly and directly responsible for ensuring all children and young people are safe from harm; do well in learning and have skills for life; choose healthy lifestyles; have fun growing up; and are active citizens who feel they have voice and influence. This post is directly responsible for learning and support in schools and other learning and universal settings.

Key Requirements

Part 1: Qualifications and Experience

1. Degree and relevant post-graduate qualification
2. Significant leadership experience at a senior level within a relevant environment providing a depth and breadth of knowledge across the schools, learning and SEND agendas
3. Experience of managing and integrating a wide range of diverse, dynamic and complex services at a senior level in a relevant organisation of significant scale and scope
4. Significant experience of strategy development, improvement and implementation within education leading to successful outcomes for children and young people
5. A proven track record of leading, motivating staff teams and of developing a culture that has achieved a high level of performance and continuous service improvement
6. Experience of leading and managing change in a fluid and developing policy and demographic context, whilst delivering on service and organisational objectives
7. Evidence of successful resource and financial management, including evidence of formulating budgets, resolving conflicting priorities and applying rigorous monitoring and control procedures
8. Evidence of exercising sound judgement at a senior level, providing clear advice at board level
9. Significant successful experience building highly effective partnerships and relationships at a senior level that deliver improvements in education performance, attainment and provision
10. Extensive successful experience of acting as an organisational ambassador at board level, able to represent Leeds credibly at a national level

Part 2: Knowledge, Skills and Abilities

1. Comprehensive knowledge and understanding of the legislative, regulatory, best practice, strategic and policy context across Education and skills at all levels
2. Good working knowledge of SEND service requirements (or the ability to quickly develop this) in the context of a full learning system which incorporates all providers across education, skills and sectors
3. Knowledge of the challenges of managing demographic change in a large city, including achieving integrated education provision and effective management and planning for change or the demonstrable ability to develop this quickly
4. Ability to work in a high challenge high support and consultative environment, working with elected members to provide good quality support and advice within complex governance arrangements
5. Excellent communication skills with the ability to influence, negotiate and establish credibility for the service, create and shape strategic alliances, to enhance its reputation, and to form positive relationships

6. Ability to build impactful relationships across diverse service areas and work effectively with headteachers, principals, governors, parents, across the education community and corporately
7. Ability to collaborate, persuade and influence, working with empathy at the highest internal level and at an executive level externally
8. Ability to develop the Council's strategy and priorities and influence city region and national policy on Education and skills
9. Ability to raise the profile of the city of Leeds nationally to attract alternative funding and promote the council to maximise new opportunities such as pilot schemes
10. Proven ability in driving performance and improved productivity, developing colleagues through ownership and accountability to deliver services which focus on both quality and results
11. Personal and professional credibility which gains the confidence of members, colleagues, parents, partners, corporately, across the city and the learning community
12. Ability to anticipate and translate complex problems into functional policy and strategic planning using intelligence and creativity to develop and evaluate options which deliver positive impact and outcomes
13. A personal commitment to Diversity and Inclusion and Safeguarding

LCC Values

Working as a Team for Leeds	<ul style="list-style-type: none"> • Evidence of ability to make reasoned and logical decisions allied with high level organisational skills
Being Open, Honest & Trusted	<ul style="list-style-type: none"> • Ensures citizens and council members are provided with all relevant information to make decisions; learns from mistakes and seeks to promote continuous improvement and best practice
Working with Communities	<ul style="list-style-type: none"> • Works effectively with a variety of partner organisations to deliver services; communicates and involves stakeholders and the wider community in new developments to encourage ownership and commitment
Treating People Fairly	<ul style="list-style-type: none"> • Recognise that everyone has an equally important part to play within the Council and value the diverse and vibrant nature of the city and all its citizens
Spending Money Wisely	<ul style="list-style-type: none"> • Recognise that everyone has an equally important part to play within the Council and value the diverse and vibrant nature of the city and all its citizens

Working Context

The role is primarily office based but post holders are expected to work flexibly both at home and at various locations across the City and region. Hours are worked mainly Monday to Friday, in accordance with the needs of the service; however the post holder will be expected to work regularly outside normal working hours, including attendance at evening / weekend meetings or events.

The role profile and specification are an outline only and may vary from time to time without changing the character of the job or level of responsibility