

Context statement

To accompany job description and person specification when required

Job title: Principal Lead Best Education for All

Grade: 16

Hours: 37 per week

Contract: Interim – 6 months

Purpose and impact

This role is responsible for supporting the delivery of the Education Strategy for children and young people in Dorset to receive the best education. This role provides strategic leadership, development, and supervision for the work of all those in localities with a teaching qualification.

Working with central and locality teams the role provides key strategic direction for educational provision, school standards and improvement.

Organisation structure



School standards and improvement

The role will give tactical leadership to the Council's school standards and improvement model to promote inclusion and high standards in the Dorset education system through the Education Challenge Leads. The post provides detailed supervision to the assessment and review processes for educational provision across the county. Extensive liaison with partners including Ofsted will be a key part of this role. Supporting professionals who are supporting, challenging, and working with schools and young people across the county is a key area of responsibility.

This role will drive improvement and development work in Dorset through collaboration and a "One Team Dorset" approach to working in localities and across localities.

The post holder will maintain an excellent knowledge of provision in the county, providing accurate and up to date strategic knowledge. This role will work across the county, taking responsibility for a key area of practise and or function delivery, including:

- To support schools to build school to school support and strengthen the education system in Dorset.
- To use data to analyse school performance and support the Council in effective intervention where required.



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- To promote inclusion and high standards in the Dorset education system through the Education Challenge Leads.
- Provide detailed supervision to the assessment and review processes for educational provision across the county.
- Extensive liaison with partners including Headteachers, Chairs of Governors, the Department for Education and Ofsted where appropriate
- To support professionals who are supporting, challenging and working with schools and young people across the county

This role plays a strategic role in ensuring that governors and headteachers are appropriately challenged and supported in their work, alongside the role of governor services officers and other members of the team.

This role will be responsible and have oversight of education funding including the dedicated schools grant and the High Needs Block.

Other duties

- The role will have a key aim of developing more transparent and open mechanisms of communicating with schools and providers around their work.
- The post holder will help coordinate the roles of other functions within the team to ensure effective service delivery as part of a multi-disciplinary team.
- To provide the Senior Leadership and management of multi professional arrangements through matrix management.
- To work as a member of a senior leadership team within allocated areas responsible for the joint delivery of identified outcomes for vulnerable adults, children, young people and their families.
- To identify required strategic outcomes and to plan and oversee the implementation of programmes to deliver services and meet identified performance targets
- To monitor service delivery in relation to identified performance measures and to plan and deliver performance improvements where required.
- To deliver and manage a range of services efficiently and effectively in accordance with Directorate policy and procedures
- To Contribute to strategy and policy development across the Council.
- To deputise for Executive or Corporate Directors as required.
- To act as an expert in a professional discipline providing strategic advice and guidance to staff and other professionals.
- To lead on the delivery of allocated projects or service development areas.
- To promote best practice and development programmes.
- To monitor and manage allocated budgets.
- To lead and manage staff groups both directly and through matrix management
- To be responsible for promoting and safeguarding vulnerable adults and children
- To provide the leadership to several services/professionals regarding their specific area of operational service delivery.
- To be responsible for taking professional decisions on complex matters within appropriate timescales.



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- To promote, develop and plan services ensuring that there is an effective and efficient delivery of services which meet statutory requirements and may be subject to regulation and inspection.
- To contribute to the strategic planning, working collaboratively with partners, communities, the voluntary sector and others as appropriate.
- To provide a clear line of governance regarding decision making on high risk and complex case issues and to escalate as appropriate.
- To be responsible for the performance management and outcomes for an allocated portfolio of services.
- To write reports, work plans, and service plans as and when required for both Cabinet or its committees as well as service leadership meetings
- To lead and/or relevant leadership and management meetings as required.
- To lead and/or be involved in budget and performance discussions and work closely with colleagues in finance, performance and in other key support areas to ensure effective service delivery within available resources.
- To be responsible for performance and delivery of outcomes against key performance indicators in allocated areas.
- To manage delegated budgets effectively and efficiently in line with the authority's scheme of cost centre management and delegation.
- To ensure that there is compliance with health and safety in allocated service areas.
- To provide strategic leadership.
- Undertaking any lesser or comparable duties as identified.

NB: The duties and responsibilities of this post are not restrictive, and the post holder may be required on occasion to undertake other duties. This will not substantially change the nature of the post.

Travel requirement

This position has a significant travel requirement. This means that there is a requirement for a vehicle (or transport deemed to be suitable by the council) to be available on most working days in order to carry out normal duties. Employees in positions with a significant travel requirement are required to provide a replacement vehicle if their usual vehicle is not available over an extended period.

Other information

In addition to the job description this post requires a professional qualification in teaching and advanced experience of statutory Ofsted inspections and frameworks.

This post involves working with children and/or vulnerable adults and/or having access to significant information about them. It will be subject to a Disclosure and Barring Service check. See our [policy on the employment of ex-offenders](#).

The post holder will have a substantive base but there will be a requirement for them to work in an agile manner across the County. Additionally, there is an expectation that they will be available outside of the normal working hours to manage complex situations where their advice, guidance or a decision



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is being sought. This is a role where there is a high expectation of commitment and flexibility from all managers at this level.

The post holder will be required to work flexibly and be available for work across the working week. May be required to attend evening meetings, to participate in duty and cover systems. They may be required to respond to urgent resilience calls and emergency situations out of hours.

Supervision and management

Reporting to: Corporate Director Education and Learning and Head of Service Health, Education and SEND Commissioning.

