

## **Job Description**

### **The core purpose of Leicester Primary Partnership**

- To drive collaboration of the 83 member schools of the Leicester Primary Partnership for impact on the achievement and well-being of pupils in its member schools

### **Terms**

A two-year, renewable contract with recompense of either:

- 0.6 FTE with a salary similar to that of a Headteacher of a medium sized Primary school and access to Teachers/LGA Pension or
- 130 contracted days per year at a rate similar to System Leaders

### **Accountable to:**

- The members of LPP through:
- The Board of Directors of The Leicester Primary Partnership through:
- The Leicester Primary Partnership Executive, to whom are delegated operational direction

### **Responsible for the performance of:**

- The Business Support Officer
- The School Improvement Project Lead
- The Closing The Gap Project Lead

## **Role Description**

The role of the Chief Executive is to provide leadership and direction for The Leicester Primary Partnership, working closely with the Members, the Board and the Executive to ensure the Partnership achieves its strategic aim and objectives

## **Role Purpose**

- To lead in the sustaining and building of excellent collaborative work between member schools to contribute to raising the achievement of pupils across the Partnership, while also promoting their well-being.
- To work with the Board and Executive in the development and implementation of the strategic and delivery plans for the Partnership
- To lead and direct the Partnership in the successful achievement of its mission, values, strategic aims and objectives
- To ensure the Board receives advice, recommendations and information in an effective, thorough and timely manner
- To continue to develop communication and relationships with local and regional external partners to ensure they have full confidence in the work of the Partnership
- To motivate, manage and hold accountable the LPP Project Leads and the Business Support Officer
- To actively seek to extend the work of the partnership, potentially through commercial expansion. Oversee the management of the Partnership's resources effectively and efficiently
- To promote assertively the interests of member schools in a variety of forums
- To promote and protect the well-being of Headteachers of member schools in order to better serve their staff and pupils

## Key Responsibilities

- To continue the work of establishing the Partnership, working with the Executive, members and other sector organisations and key stakeholders as necessary
- To strengthen the Partnership and ensure that the organisation has the necessary resources to operate effectively
- To develop effective working relationships with the Partnership's key partners and stakeholders to produce tangible benefits for all providers and their learners
- To sustain and build productive working partnerships with schools and their locality-based clusters (Development Groups)
- To provide and implement an effective financial strategy in order to ensure the future financial viability of the Partnership

## Person Specification

### Qualifications

- Qualified Teacher Status

### Experience

- Headship
- Experience of effective partnership working between organisations
- Experience of building and leading collaborative partnerships, preferably those with voluntary membership
- Significant strategic contribution to the work of a group of schools
- Significant organisational change management at both strategic and operational levels
- Secure experience of evidence based strategic policy development
- Strategic and Project-based financial management
- Public representation of a group or organisation
- Evidence of further study

### Skills, Knowledge & Expertise

- Change management
- Switching easily between the strategic and operational
- Working in a slim organization with financial constraints
- Negotiating and influencing at a strategic level
- Networking, interpersonal and collaboration skills
- Balancing the requirements of stakeholders with that of the health of the organisation.
- Political acumen
- Strong presentation skills
- Robust financial management skills
- Excellent written and verbal communication skills

### Personal Qualities

- Relationship builder
- Visionary
- Consultative, effecting change through influence
- Innovative and Transformational
- Tenacious and resilient
- Passionate and credible
- Balances gravitas with being approachable