

Principal Officer for Education Outcomes

JE Code: JE2415



Values – We are dedicated, respectful, collaborative, we are Milton Keynes City Council

Service: Children's Services
Reports to: Group Head for Education Learning and Inclusion
Job Family: Strategic Leadership
Grade: M
Political restricted: N
Date: October 2022

Key Deliverables

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| 1. | Provide high quality professional advice to the Group Head and Director regarding the LA's role in challenging and supporting all educational settings across the city, including taking responsibility for the communication strategy with schools, all written content, headteachers' and governors' briefings and annual conferences, working with the quadrant model of delivery and working in partnership with Milton Keynes Secondary Heads (MKSH). |
| 2. | Ensure that the LA meets its statutory duties in relation to Ofsted referrals related to safeguarding in schools and that all schools are compliant with safeguarding measures, including provision of high quality advice, support and training. Work collaboratively with the Head of Safeguarding and Quality to ensure that this is high quality and risk based and that the council's duty to safeguard all children irrespective of the type of school is protected. Take responsibility for ensuring that all safeguarding policies are regularly reviewed and updated and adopted by all schools. |
| 3. | Set up and deliver the strategy for ensuring that the LA meets its statutory duties in relation to schools identified as causing concern in light of the most recent government guidance and considering that LA funding for school improvement has been withdrawn, balanced with the political will to ensure every school is Good or better. |
| 4. | Set up, deliver and sustain a high quality, self-funding traded service for schools which is appropriate for the future role of the LA. Take responsibility for ensuring that this is successfully delivered within two years or ceased, without significant financial or reputational risk to the council. |
| 5. | Set up and an effective strategy that aims to ensure that all early years settings are rated by Ofsted as good or better, to improve school readiness and narrow the gap, including working with Schools Forum to ensure that there is sufficient funding to ensure that this model is effective and sustainable. Take responsibility for the delivery of programmes to support learning outside of term time, including government schemes aimed at levelling up, such as the current Holiday Activity and Food programme. |
| 6. | Deliver an effective, self-funding strategy for ensuring high quality leadership and governance in schools, including the provision of appropriate, high quality professional development. |
| 7. | Ensure that the virtual school is effective and places the LA's role as corporate parent at the heart of its culture and that this area receives a high-quality judgement in the Inspection of Local Authority Children's Services (ILACS). |

Within reason these key deliverables may evolve to meet service need and it is expected that you will be flexible and adaptable in your delivery to meet both service and council wide needs

Essential Requirements (key skills & qualifications)

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| 1. | Degree and qualified teacher status. |
| 2. | Senior leadership experience of working within a school. |
| 3. | Highly effective communicator across professional and organisational boundaries – written and oral. |
| 4. | Ability to resolve highly complex issues whilst demonstrating respect and empathy for all parties. |
| 5. | Ability to work sensitively in a complex political environment. |
| 6. | Significant experience and appropriate training in keeping children safe in education. |

Job Family

Strategic Leadership
Grade M



Colleagues expectations

- Be professional at all times
- Work together for the good of the team, council and local people
- Promote a supportive culture
- Challenge assumptions
- Take ownership
- Be willing to change and do things differently
- Always work in a safe manner

Managers expectations

- Be a role model by displaying positive behaviours at all times
- Make well-considered decisions
- Support, coach and communicate with my team
- Be accountable for my team's performance

The essential characteristic of Strategic Leadership jobs is that they bear responsibility for the planning and development of the Council's approach to its statutory and elective aims, maximising efficiency, value for money and the quality-of-service delivery across entire operating functions.

Role characteristics

At this level job holders report to a Group Head or Director and are responsible for the development and implementation of strategy relating to several Services within that Group.

Role carry significant responsibilities for finance and a range of other non-financial assets.

Job holders make autonomous decisions and lead the management of change throughout their area of influence within the Group.

The knowledge and skills required

Job holders require advanced theoretical knowledge to make appropriate judgements and decisions at this level. In addition, job holders will maintain ongoing professional development and have a thorough understanding of external legislative and societal change, as well as a deep understanding of the Council's operational structures which both support and depend upon the job holder's actions and advice. Roles will be professional experts, providing expert leadership across a number of Services.

Thinking, planning and communication

Job holders will use their professional expertise to deal with highly complex, pressing issues including change initiatives and risk management across a range of services. They will also look well ahead and take a long-term, strategic view of their project and service delivery objectives over several years into the future, shaping their service's composition, approach and operating procedures in accordance with wider goals mandated by Group management.

The information exchanged at this level will be routinely complex, contentious in nature and/or highly

significant to the Council's reputation. Job holders will have additional demands placed upon them by the need to persuade others to adopt courses of action they may not otherwise wish to take, based on evidence based and reasoned argument. This will occur in written interactions but can also be the case in face to face verbal exchanges where job holders will advocate the Council's position in response to opposing opinion in a formal or informal setting.

Decision making and innovation

The limitations to job holders' decision making will be only the broad policy and practice guidelines that exist at both a corporate and even national/professional level. At this level of autonomy, job holders will be the final arbiter of many escalated technical and professional disputes and problems. They will report to a Group Head or Director and will devise and implement strategic plans and policy in relation to several service areas.

Areas of responsibility

With a diverse range of jobs being represented at this level, the precise blend of responsibilities for which the job holder is accountable will depend upon the service in which they operate.

Roles will focus on the needs of external service users or partners and will be responsible for critical day to day decisions with legal and reputational dimensions and the development of directorate level policy and functional procedures.

In addition, such roles are likely to have very high levels of responsibility for such elements as finance (very substantial budget management), information assets (council-wide systems) or premises (of extremely high value and critical operational importance).

Job holders will have full line management responsibility over several service areas, each with their own full management structure and featuring highly diverse specialties and employee profiles.

Impacts and demands

The combination of both tactical and strategic matters that job holders deal with means that roles are inherently very complex, demanding of particularly lengthy periods of concentrated mental attention while also managing very high levels of work-related pressure from deadlines, interruptions or conflicting demands.

At this level, tasks and duties will be generally carried out in a sedentary position but there will always be a requirement for standing and walking from time to time, and the occasional need to lift or carry items.

Job holders will not be required to develop and maintain working relationships with people who, through their circumstances or behaviour, place particular emotional demands on the job holder.

Job holders at this level will find themselves very occasionally exposed to some disagreeable, unpleasant or hazardous working conditions.