

Deputy Principal Application Pack

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Message from the Principal

Thank you for your interest in the role of Deputy Principal. This is an exciting opportunity to join us in the creation of a very different type of education for students who have a strong interest in STEM subjects.

The chance to create an innovative education establishment is very rare and this is a wonderful opportunity to lead from the start. As a key member of a small leadership team you will shape the culture of the organisation and our students' educational experience.

Our education system tends to separate students into those who are academic and those who are vocational. I see no reason why talented young people, both boys and girls, who are interested in STEM subjects, cannot gain academic qualifications, build technical expertise and develop workplace skills through real experience in businesses.

A flexible approach to the role will be needed as we create a culture amongst staff and students and establish systems. Your primary focus will be on the design and delivery of curriculum and teaching and learning, forming the bedrock of the UTC's educational offer.

We'll be the first university technical college in the North East and will play a significant role in the provision of education and skills for the engineering and manufacturing industry in the area. Our business sponsors, Gestamp Tallent and Hitachi Rail Europe, are two of the biggest and most influential engineering employers in the North East. The University of Sunderland has a proud record of combining educational excellence with a deep commitment to the well-being of the local area.

The UTC will open in September 2016 in a new state-of-the-art building on Aycliffe Business Park. The sponsors are fully committed to this project and are demonstrating that in their level of support, but we do not underestimate the importance of appointing a senior leader whose experience, energy, ambition and values match our own.

We have tried to give you a clear picture of our aspirations for the UTC in this pack and additional information can be found on our website www.utcsouthdurham.org.

Please don't hesitate to contact me if you have further questions.

The post of Deputy Principal of UTC South Durham will be a career-defining opportunity for the right person. If you think you are that person we look forward to receiving an application from you.

Yours sincerely



Tom Dower
Principal
UTC South Durham



Job advert

Deputy Principal UTC South Durham

Preparing students for outstanding STEM careers

NOR: up to 600 | **Age range:** 14-19 | **Start:** September 2016

Salary: L15-17

Can you make a real difference and help us deliver our vision?

University Technical College South Durham will open in September 2016 and will be the first UTC to open in the North East. With a focus on advanced manufacturing and engineering it will be located on Aycliffe Business Park, County Durham. We'll provide an outstanding education for 14-19 year olds, encompassing real, relevant workplace experience in partnership with world-class companies.

The chance to create an innovative education establishment is very rare and this is an exciting opportunity to lead from the start; designing and delivering a very different educational experience for our students. As a key member of a small leadership team you will lead the educational quality of the UTC.

You will have a proven track record of bringing about transformation in an educational setting. You'll build positive relationships with students, staff, parents, industry leaders and education partners. You can demonstrate successful leadership to inspire a team of staff to deliver the highest quality provision.

Our sponsors, Hitachi Rail Europe, Gestamp Tallent and the University of Sunderland, are committed to creating an outstanding school that will provide a talented young workforce for industry in the North of England. If you have the expertise, drive and commitment to help lead the implementation of our vision we'd like to hear from you.

We are an equal opportunities employer and we are committed to safeguarding and promoting the welfare of children.

Closing date: Noon on 22 February 2016 | **Interviews:** 2 and 3 March 2016

To arrange an informal discussion, please email:
Tom Dower, Principal
tom.dower@utcsouthdurham.org

Further information and application form
downloadable from:
www.utcsouthdurham.org/vacancies

No agencies please.



Our vision, mission and values



Excellence

We strive for excellence in all that we do with every activity focused on providing an outstanding academic and practical technical education for students.

Innovation

We are inspired by and enthusiastic about science, technology, engineering and maths. We encourage our students and staff to experiment, invent and pioneer new technology, products, processes and learning methods.

Collaboration

We encourage partnerships amongst students and with employers, education providers and community groups, enabling students to develop workplace skills, form close links with businesses and prepare for their future careers.

Accessibility

We welcome to our community people from different backgrounds, gender, abilities and locations. All students, irrespective of their starting point, will thrive and progress to meaningful education, employment or training.

Integrity

We expect high standards of our students and staff and we show mutual respect to others reflecting the UTC's ethos as a grown-up place to learn.

Our draft vision, mission and values statement is subject to formal approval by the Trustees of UTC South Durham.

The curriculum

The curriculum at UTC South Durham is designed to offer a different type of education for young people in order to prepare them effectively for the world of work. We'll provide an educational experience which is both academic and vocational. As a school, we are bound by the statutory KS4 curriculum, have an important duty to deliver a wider moral and social education and will be inspected by Ofsted using the normal framework. The key elements are:

- **Academic subjects** – students will study GCSEs, A-levels or nationally recognised equivalent qualifications.
- **Technical education** – all students will study engineering and have a choice of other technical subjects.
- **Workplace learning** – all students will undertake visits and placements in companies as well as projects within the UTC.

KS4 curriculum

English	Maths	Engineering	Science	Option 1	Option 2	Ind. Study	PE	Period 7
5	5	6	6	2	2	2	2	4
Lang. Lit.	Maths	Double award or Triple award	Physics Chemistry Biology Combined Science	Geography MFL Comp. Sci.	D&T Business Electronics Geography Comp. Sci.	Mentoring Ind. Study (poss. 3 rd option)	Sport and Fitness	Challenge clubs Projects Briefings Sports leadership Careers/IAG RE, PSHE Mentoring
1 x project	1 x project	2 x project	2 x project					

Post-16 curriculum

Maths	Engineering	Option 1	Option 2	EPQ	Ind. Study	Period 7
5	6	5	5	2	7	4
A-level Maths or L3 Core Maths	Single award (x1)	Physics Product Design Business	Engineering (double) Product Design Further Maths Chemistry Computer Science	Extended Project Qualification	Independent study	Challenge clubs Projects Sports leadership Careers/IAG Mentoring

1 year pre-apprenticeship programme - level 2 (approximately 25% of cohort)

English	Maths	Engineering employability	Engineering	Option 1	Option 2	Ind. Study	Period 7
4	4	6	8	3	3	2	4
GCSE re-sits or extension	GCSE re-sits or extension	Selection of short practical accredited programmes	Level 2 Engineering (x2)	D&T (Geography)	Business (Comp Sci.)	Independent study Literacy Numeracy Placements	Challenge clubs Projects Sports leadership Careers/IAG Mentoring

Support and SEND

Our students will be supported by robust pastoral and safeguarding systems, with mentoring and SEND support for individuals as appropriate. We're a small school and will know our students well.

The UTC calendar

The UTC year

The UTC will operate the same term dates as Durham LA schools, minimising disruption for families with siblings at other schools and staff with children.

The UTC day will be longer, reflecting a grown-up working environment and allowing time for all students to undertake projects, visits, enrichment activities and have independent study time. No formal homework will be set, though we will expect students to carry on thinking, researching and designing outside school on their stimulating projects and undertake exam revision both inside and outside school.

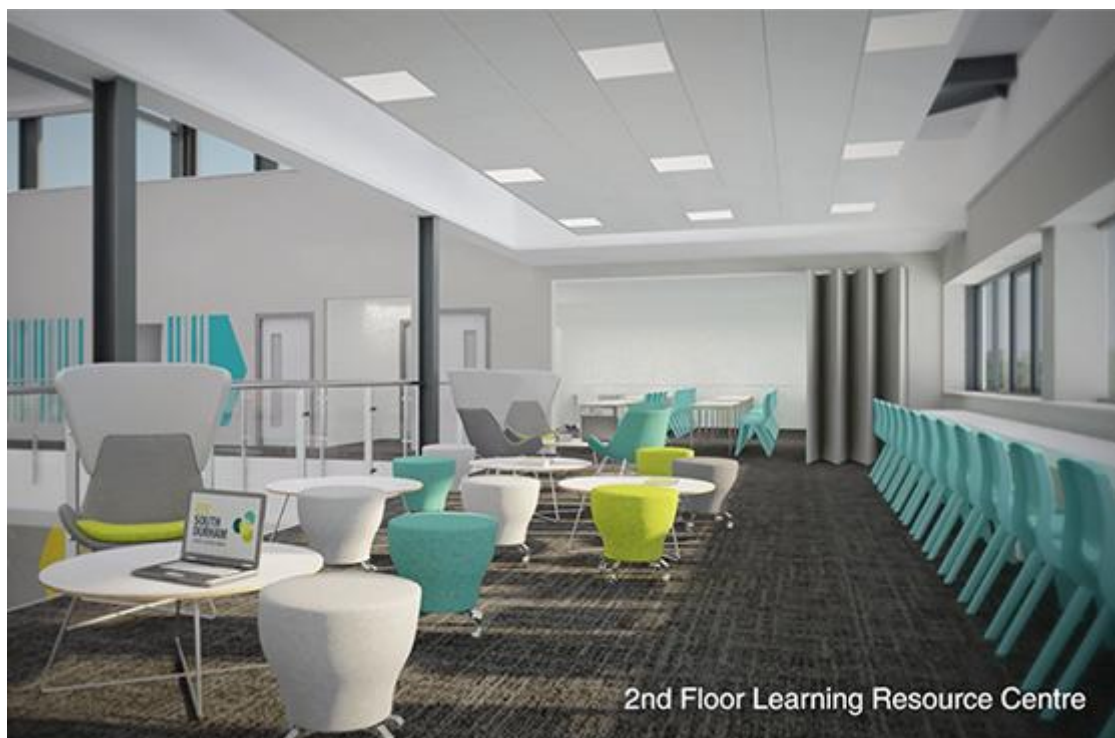
Students will be encouraged to undertake activity such as relevant work experience during holiday periods in order to enhance their experience and skills in areas of interest.

The UTC day

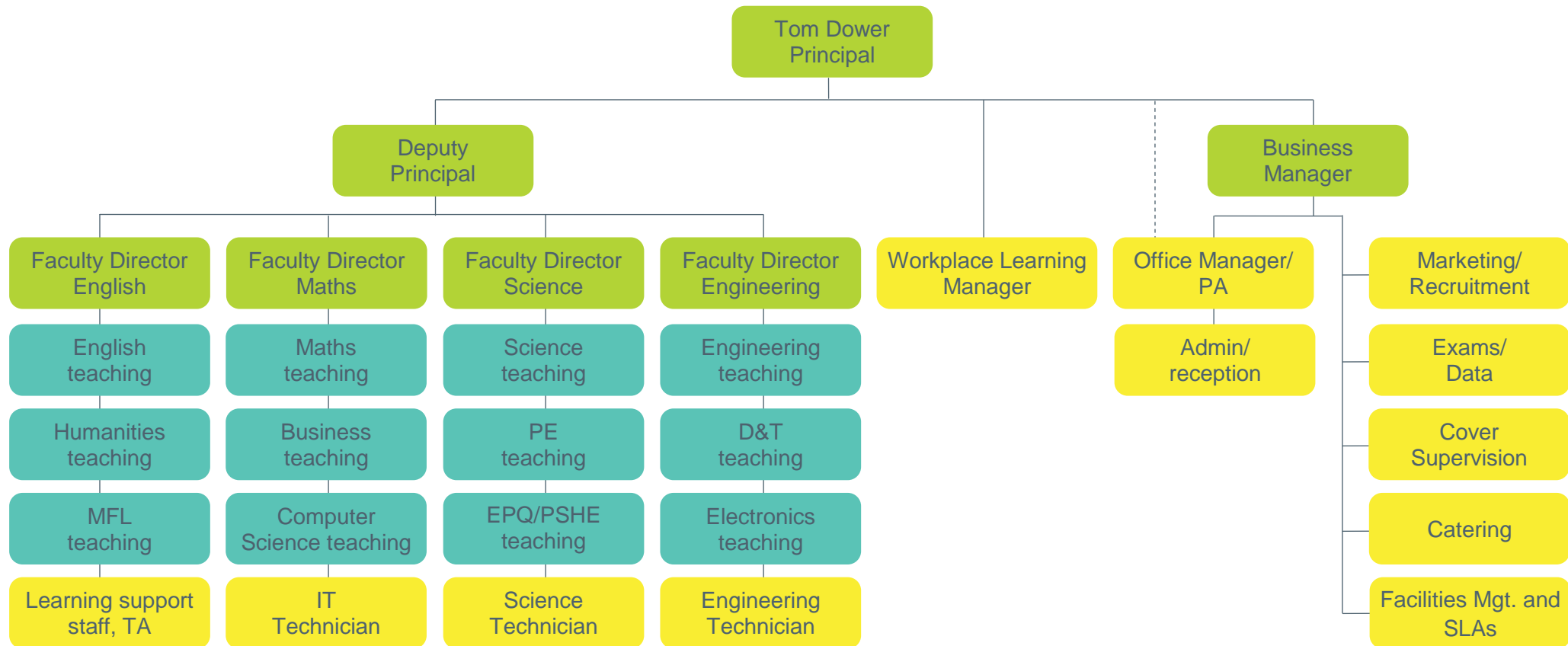
Students will clock in and out, simulating the world of work and for registering/safeguarding. There will be no bells as students and staff will take responsibility for their own timekeeping.

Period 1	8.30
Period 2	9.30
Break	10.30-10.45
Period 3	10.45
Period 4	11.45
Lunch	12.45-1.30
Period 5	1.30
Period 6	2.30
Break	3.25-3.40
Period 7	3.40-4.30

Students will leave at 3:30pm on Wednesdays when staff CPD will take place until 5:30pm.



Proposed staff structure



Notes

- The boxes do not define number of people – the structure will be scaled depending on student recruitment. In year 1 in particular some of these roles will be part-time or combined.
- Child protection, SENCO and pastoral responsibilities will be defined following leadership recruitment.

Staff – principles and expectations

All staff of the UTC will be expected to:

- Model only the highest of standards in relation to work ethic, behaviour, dress code and conduct.
- Demonstrate personal and professional integrity, promoting the vision and values of the UTC.
- Enable a climate that engenders personal growth and success for all staff and students.
- Commit to the provision of a curriculum which enables real workplace experiences and the opportunity to engage in employer-led and industry-sponsored projects.
- Demonstrate and develop in students the workplace skills of: attitude, self-management, communication, teamwork and a professional approach.
- Positively promote the belief that all young people can achieve beyond national expectations given their starting points and that all, without exception, will progress to university, employment and/or training.
- Commit unconditionally to ensuring that all groups of students, irrespective of their starting points will thrive, eradicating any notion of 'gaps' in performance or 'labelling' between groups.



Terms and conditions

For clarity of understanding and expectations, the main UTC staff policies and terms and conditions will be based on nationally-recognised policies and terms and conditions that have been adapted to make them relevant to the operation of the UTC, with the differences made explicit. The key differences are:

- We are creating a different learning climate for students and this means a different way of working for staff.
- Main-scale teachers will prepare and deliver a 'standard' teaching load of 22 subject lessons a week, plus enrichment and support time. This will be adjusted appropriately for those with leadership responsibilities, NQTs and part-time staff.
- Staff will be required to be on site for the full UTC day – they are longer days than most schools. This means that more planning, preparation and assessment time is built into the working day allowing teachers to undertake more of their work on site.
- We will follow Durham LA's term dates. Five training days will be built into the school year (as with most schools) and staff will be expected to work the equivalent of two additional days a year. This will be taken in the form of events for student recruitment or education. Flexibility is assumed in this approach to allow for individual needs and appropriate notice will be given of the events.
- Staff will be expected to attend businesses on visits with students as appropriate.
- As a small team running a new school, many processes will not be fully established prior to opening of the UTC and as such flexibility will be needed in every role.



About the sponsors

University of Sunderland

The University of Sunderland is one of a new generation of civic universities, innovative, accessible and outward looking, with global influence and remarkable local impact. Excellent teaching, internationally recognised research and an extensive business engagement portfolio all contribute to the University's success.

Hitachi Rail Europe

Hitachi Rail Europe Ltd is one of the most significant inward investors in County Durham. The company is a total railway system supplier offering rolling stock, traction equipment, signalling, traffic management systems and maintenance depots. Hitachi draws on many years of experience as a leading supplier of metro, commuter and high-speed trains such as the Shinkansen (bullet train) for the Japanese and international markets. The new manufacturing and assembly plant in South Durham is being developed to support the Department for Transport-led Intercity Express Programme and future Hitachi projects.

Gestamp Tallent

Gestamp Tallent Ltd is part of Gestamp Automocion, an international group dedicated to the design, development and manufacture of metal components and structural systems for the automotive industry. Today, Gestamp Automocion is present in 22 countries, has 95 production centres across the world and employs over 25,000 people. In line with the demands of global customers for a global supply network, Gestamp is a truly international business, but the British operation has remained as robust as ever. As one of the five plants within the UK, the Newton Aycliffe plant is one of the region's largest employers with a workforce of over 1,400 people.



How to apply

Applicants are required to submit an electronic application form which is downloadable from www.utcsouthdurham.org/vacancies. Applications should be returned to jobs@utcsouthdurham.org by the closing date.

Closing date: Noon on 22 February 2016 | **Interviews:** 2 and 3 March 2016

To arrange an informal discussion, please email: Tom Dower, Principal, tom.dower@utcsouthdurham.org

Job description

UTC South Durham Deputy Principal

Job title:	UTC South Durham Deputy Principal
Employer:	South Durham UTC Trust
Responsible to:	Principal
Salary in range:	L15-17

The Deputy Principal will be a core member of the Senior Leadership Team, contribute to the corporate leadership of the school and deputise for the Principal in his absence.

1. Securing the vision

- Work with the Principal to create an educational experience for our students which prepares them for the world of work.
- Promote the ethos of the UTC with the focus on advanced manufacturing and engineering.
- Drive a curriculum which prepares young people for their range of future possibilities.
- Lead outstanding teaching and learning practice to ensure high quality learning and outcomes by students.
- Promote the UTC's values across staff and students.
- Promote the UTC to a range of audiences.

2. Raising aspiration, achievement and attainment

- Work with the Principal to create a culture of challenge, support and high expectations throughout the organisation.
- Work with the Principal to use assessment data to set challenging targets for students, staff and the UTC as a whole.
- Address the needs and aspirations of each student through personalised learning and mentoring.

3. Leading curriculum and teaching and learning

- Implement a curriculum policy appropriate to all key stages which meets the needs of all students and fulfils statutory requirements.
- Ensure that opportunities are taken to develop the curriculum to reflect the specialist ethos of the UTC.
- Design and implement effective systems for monitoring and evaluating the quality of learning and teaching.
- Be a role model of outstanding teaching practice.
- Ensure a high standard of professional development for all teaching staff and for self.
- Establish a flourishing enrichment programme which provides a broad and stimulating experience for all students.
- Develop an inclusive and supportive approach so the UTC is a place where all young people feel welcome and where all needs are met.
- Work with the Principal and SENCO to ensure specific support for vulnerable students and groups of students.

4. Leading and managing the organisation

- Lead by example by being personally visible and committed, whilst adopting a strong and flexible leadership style.
- Work with the Principal to critically evaluate the UTC's performance and report to Governors, attending Governing Body meetings when appropriate.
- Effectively recruit and deploy teaching and support staff to deliver the curriculum.
- Design and deliver a high quality CPD programme relevant to the vision of the UTC.
- Manage budgets, where appropriate, to ensure the UTC remains well-resourced and financially viable and ensure value for money.
- Ensure effective use of all technological and pedagogical resources.
- Work with the Principal to develop the UTC as the centre of the community and strengthen its positive image.
- Develop partnerships with businesses and community groups to build relationships, understand their needs, link the curriculum and enhance the student experience.
- Work in partnership with parents/carers ensuring that they have full information about the progress of their children and contribute to their learning.
- Work with the Principal to ensure that the UTC maintains its commitments to equality, diversity, confidentiality and safeguarding.

5. Securing accountability

- Work with the Principal to develop a culture of personal responsibility that both recognises excellence and deals with under performance.
- Ensure a robust appraisal process and that all teaching staff have a clearly defined set of accountabilities and development needs.
- Work with the Principal to secure robust UTC self-evaluation and quality assurance procedures.
- Establish mechanisms for data gathering, analysis and reporting to all key stakeholders at agreed intervals.

6. Additional duties

- Contribute significantly to student recruitment, through attending events in the UTC and elsewhere and promoting the UTC.
- Provide a highly visible presence to students and colleagues through the day.
- Undertake additional duties as may be reasonably directed by the Principal where they meet the priorities of the UTC.

Person specification

UTC South Durham Deputy Principal

Training and qualifications	Essential	Desirable	Evidence
Qualified teacher (QTS or equivalent)	√		DfE check
Degree	√		Sight
Higher degree		√	Sight
Possess or willing to gain National Professional Qualification for Headship		√	Sight
Undertaken extensive CPD	√		Application

Experience of teaching and education management	Essential	Desirable	Evidence
Four years' successful senior leadership		√	Application/reference
At least four years as leader in an education provider with a track record of leading transformation	√		Application/reference/interview
Direct experience of raising achievement of students at secondary/post-16 level from an accountable role	√		Application/reference/interview
Direct experience of leading significant improvements to quality of learning	√		Application/reference interview
Successful experience of innovative partnership working with employers	√		Application/interview
Experience of working outside education		√	Application/interview

Professional knowledge and understanding	Essential	Desirable	Evidence
Understanding of demands of the UTC curriculum	√		Application/reference/interview
Understanding of school leadership and management principles and strategies	√		Reference/interview
Able to design and implement successful improvement plans	√		Reference/interview
In-depth knowledge of the most effective teaching and learning strategies	√		Reference/interview
Ability to analyse performance, set targets and report accurately	√		Reference/interview
Understand the role of the Governing Body and Sponsors in a UTC	√		Interview

Personal qualities and skills	Essential	Desirable	Evidence
Excellent teaching skills and able to relate subject to the world of work	√		Reference/interview
Excellent interpersonal skills and builds positive relationships with students, staff, parents, industry leaders and education partners	√		Reference/interview
Able to organise, prioritise and delegate	√		Reference/interview
Communicate well orally and in writing with all stakeholders	√		Application/reference/interview
Possess the energy and drive to turn vision into reality	√		Reference/interview
Able to establish, lead and develop a team to deliver high quality outcomes	√		Reference/interview
Able to work as part of a wider team with a flexible approach to the role	√		Reference/interview
Able to respond calmly to challenging situations and demonstrate stamina and resilience	√		Reference/interview
Credibility to deputise effectively for the Principal	√		Reference/interview
Absolute commitment to the UTC ethos and attitude towards students as young adults	√		Application/reference/interview

Special requirements	Essential	Desirable	Evidence
No adverse criminal record	√		DBS check

UTC South Durham is committed to safeguarding and promoting the welfare of children and young people. We expect all employees and volunteers to share this commitment.