



## South West Catholic Partnership Development Officer

The Leadership and Governance strategy, Formatio, is one of the major projects that the Catholic Education Service has been commissioned to undertake by the Catholic Bishops' Conference of England and Wales. This role is an opportunity to build on the strong foundations of the national programme and what is already being delivered in the four regional hubs and to develop this further alongside the directors in each diocese to enhance formation and embrace the national strategy.

The Catholic Education Service is therefore looking to appoint a Development Officer (0.4 FTE) to work with diocesan directors, the Catholic university and Catholic teaching schools in the region. This person will act as a catalyst to help form and sustain leaders of Catholic education. This work will also involve collaboration across the four regions and with the Catholic Education Service. The post is open to individuals either as an employment opportunity or as part of a secondment.

### Vision Statement for the Partnership

*“Working collaboratively across Wales and the South West, we will provide an excellent education, by building school leadership capacity that gives young people the opportunity to explore and consider the world through the lens of Catholicism to fulfil their potential and to encourage them to use their talents in service of others.”*

The South West Catholic Partnership includes the Archdiocese of Birmingham and Cardiff, and the Dioceses of Clifton, Menevia, Plymouth and Portsmouth along with the Catholic teaching schools and Newman University, Birmingham.

The South West Catholic Partnership will work to fulfil the mission of Formatio to form, nourish and sustain leaders of Catholic education and forge a stronger working relationship between Catholic dioceses in the spirit of the common good.

### Mission of Formatio

To form, nourish and sustain leaders of Catholic education by providing opportunities for professional development and Catholic formation.

### Expectations for Formatio

- Ongoing formation for governors
- Support for aspiring head teachers and those in leadership roles
- Establish a framework for leadership development
- Focus on areas with greatest need due to lack of system capacity, economic disadvantage or poor educational performance

### How to apply

Applicants must confirm their right to work in the UK and forward a full CV and covering letter illustrating their skills and motivation for this role to: [HR@cbcew.org.uk](mailto:HR@cbcew.org.uk)

Closing date for applications is 5pm on Thursday 26 March 2020

Interviews will take place on Monday 6 April 2020

For further information please contact Catherine Bryan: [020 7901 1918](tel:02079011918)

## **Development Officer Job Description**

### **Responsibilities:**

1. To articulate and demonstrate the distinctive nature of leadership in a Catholic school setting as the underpinning of a school's Catholic ethos.
2. To support the chair and South West Catholic Partnership to ensure the efficient working of the hub and evaluating the impact on Catholic leadership in the region.
3. To develop an annually-agreed timetable for the content and teaching of the programmes within the regional partnership with the diocesan Directors of Education and develop the future teaching and support requirements of the partnership
4. To assist in developing and refreshing curricular and programme provision such that it meets the needs of a diverse range of teachers with a demonstrable capacity for leadership in a Catholic school so that they enable an authentic Catholic leadership to develop in the ever-changing educational landscape.
5. To ensure a high-quality learning experience to teachers on the programme(s) in a variety of settings using a variety of methods, providing that all course briefs and programme outlines are comprehensive, prepared under the requirements of the Bishops and other training partners and meet quality standards.
6. To be responsible for the management and organisation of teacher mentoring as required by the programme.
7. To establish a network/pool of aspiring school leaders to benefit the recruitment by Catholic schools
8. To attend national and regional meetings as required by Catholic Education Service or diocesan Directors of Education, as appropriate to the role.
9. To build links with the Catholic HEI (Newman University, Birmingham) and other appropriate providers of continuing professional development.
10. To organise, monitor and take part in the tutoring/mentoring arrangements for the partnership.
11. To establish efficient work practices to manage the geographical spread of the partnership.

### **Person Qualities/Specification:**

- A well-developed understanding and appreciation of the distinctive nature of Catholic education
- Good knowledge and understanding of the work of the six dioceses in the regional partnership and the relationship with the Catholic Education Service nationally.
- Good knowledge and understanding of Welsh Education (two of the six dioceses are in Wales).
- Experience of successful leadership in the Catholic schools' sector.
- A commitment to and understanding of the importance of faith formation in Catholic school leadership.
- A practical understanding of effective leadership development.
- An ability to work collaboratively to develop strong relationships and effective partnerships in the region.
- Ability to think creatively and problem-solve.
- Excellent communication and organisational skills.
- Self-motivated and proactive.
- Generosity of spirit.

**Location:** flexible, based within the South West regional hub

**Salary:** £60,000 pro rata (£24,000)

**Hours:** 0.4 FTE flexible working

**Contract type:** Fixed Term (1.5 years, grant funded)

This role will involve travel throughout the regional hub as well as attendance at meetings held in London. Normal work-related expenses will be paid.

The post holder will be employed under CaTEW terms and conditions, line managed by the Catholic Education Service and operationally accountable to the Chair of the South West Catholic Partnership.