<table>
<thead>
<tr>
<th>Indicative Accountability:</th>
<th>Example Job Titles at Level B:</th>
</tr>
</thead>
<tbody>
<tr>
<td>To influence and contribute to delivering objectives set out in the Corporate Plan considering the impact of internal and external factors.</td>
<td>Assistant Director</td>
</tr>
<tr>
<td>Create and build effective relationships internally and externally with key stakeholders and instil in direct reports the imperative for accountability, responsibility and collaboration with others, for example: Councillors, other Boroughs, the communities we serve and partners.</td>
<td>Director of Adult Social Services</td>
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<tr>
<td>Lead and work collaboratively across all service areas with other senior managers (including those from partner organisations and agencies) in order to generate efficiencies.</td>
<td>Programme Director Tottenham</td>
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<tr>
<td>Effectively lead and manage staff (set, monitor and evaluate objectives on an annual basis).</td>
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<tr>
<td>Drive significant cultural change through the corporate infrastructure.</td>
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<tr>
<td>Be accountable for associated budget and have affordable plans in place to deliver the Medium Term Financial Plan.</td>
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<tr>
<td>Provide assurance that the services are compliant and performance monitoring is part of the corporate rhythm, and exceptions have robust action plans.</td>
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</tr>
<tr>
<td>Lead and work collaboratively across programmes and services areas to ensure effective risk management and organisational resilience, including developing effective procedures to implement the Council’s policy and strategy.</td>
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<tr>
<td>Be an ambassador for Haringey.</td>
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<tr>
<td>Leadership Qualities:</td>
<td></td>
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<tr>
<td>Achieving Ambitious Outcomes – Makes sure that all activities contribute towards the organisation’s vision and goals. Typically looks two to three years ahead.</td>
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<tr>
<td>Service Excellence – Continually strives for a better future. Measures success and takes action to achieve and maintain excellence.</td>
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<tr>
<td>Thinks Differently – Has sharp thinking to look at information in a new way. Comes up with many ideas and advocates change/new approaches. Is comfortable being uncomfortable.</td>
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<tr>
<td>Visible Leadership – Is a corporate leader, showing teams the strategic direction. Understands individuals, what motivates them and how to get the best from people.</td>
<td></td>
</tr>
<tr>
<td>Work in Partnership; One Council – Uses initiative to build networks and relationships internally and externally, consulting widely, particularly with residents. Understands the nature of conflict and finds ways to deal with this.</td>
<td></td>
</tr>
<tr>
<td>Open Communication - Assertive and influential. Maintains a calm and optimistic tone, and has the confidence to challenge and persevere, even in the face of strong opposition. Listens to and shows empathy for different perspectives.</td>
<td></td>
</tr>
</tbody>
</table>

**Generic Role Profile: Strategic Leadership Level B - Assistant Director**

**Role Purpose, Context and Scope:**
- Accountable for developing and directing the corporate activities of the Council at a strategic delivery level.
- Horizon scanning 1-3 years; emerging practices and seek out the latest thinking and innovation across their service areas.
- Work with Councillors in setting and delivering the strategic aims and objectives of the Services they lead.
- Provide strong leadership, direction and guidance to senior managers regarding the allocation of resources, risk management, change management and management behaviours within the services they lead.
- To role model the values and behaviours of the organisation so others can see and hear, and learn from you.
- Lead on developing the capability of the workforce so the organisation has the right skills at the right time in the right place.

**Indicative Accountsabilities:**
- To influence and contribute to delivering objectives set out in the Corporate Plan considering the impact of internal and external factors.
- Create and build effective relationships internally and externally with key stakeholders and instil in direct reports the imperative for accountability, responsibility and collaboration with others, for example: Councillors, other Boroughs, the communities we serve and partners.
- Lead and work collaboratively across all service areas with other senior managers (including those from partner organisations and agencies) in order to generate efficiencies.
- Effectively lead and manage staff (set, monitor and evaluate objectives on an annual basis).
- Drive significant cultural change through the corporate infrastructure.
- Be accountable for associated budget and have affordable plans in place to deliver the Medium Term Financial Plan.
- Provide assurance that the services are compliant and performance monitoring is part of the corporate rhythm, and exceptions have robust action plans.
- Lead and work collaboratively across programmes and services areas to ensure effective risk management and organisational resilience, including developing effective procedures to implement the Council’s policy and strategy.
- Be an ambassador for Haringey.

**Indicative Performance Measures:**
- Specific measures from the Medium Term Financial Plan.
- Achievement of Council’s Corporate Priorities.
- Achievement of the outcomes within the Council’s Corporate Priorities and Workforce Plan within their service.
- Participate in external assessments e.g. Ofsted, Peer Review.

**Leadership Qualities:**
- Achieving Ambitious Outcomes – Makes sure that all activities contribute towards the organisation’s vision and goals. Typically looks two to three years ahead.
- Service Excellence – Continually strives for a better future. Measures success and takes action to achieve and maintain excellence.
- Thinks Differently – Has sharp thinking to look at information in a new way. Comes up with many ideas and advocates change/new approaches. Is comfortable being uncomfortable.
- Visible Leadership – Is a corporate leader, showing teams the strategic direction. Understands individuals, what motivates them and how to get the best from people.
- Work in Partnership; One Council – Uses initiative to build networks and relationships internally and externally, consulting widely, particularly with residents. Understands the nature of conflict and finds ways to deal with this.
- Open Communication - Assertive and influential. Maintains a calm and optimistic tone, and has the confidence to challenge and persevere, even in the face of strong opposition. Listens to and shows empathy for different perspectives.

**Haringey Values:**
- Lives, and can articulate for others, our values: Human • Ambitious • Accountable • Professional

**Indicative Knowledge, Qualifications, Skills and Experience:**
- Deep knowledge of concepts, principles and practices gained through extensive experience and development in a specific field.
- Degree level or equivalent qualification plus substantial post qualifying in specialised field.
- Membership of appropriate professional body by examination e.g. CIPFA, RICS or evidence of continuing professional development (CPD).
- Excellent communication skills.
- Ability to work with high level internal and external stakeholders.
# Job Specific Profile

## Job Title and Service Area:

**Assistant Director for Schools and Learning**  
**Children’s Services**

## Role Purpose:

The purpose of this role is to provide effective and robust system leadership to ensure the education provision in Haringey is of a high quality for all pupils and young people. To manage the relationship between the Council and its schools and educational providers to ensure that all children and young people in Haringey can benefit from an excellent education.

This post is responsible for ensuring that the OfSTED framework for schools improvement is well met and the local strategy for school improvement is successful. The role has responsibilities under the Children and Young Persons act 1963, The Children Act of 1989, the Education act of 1996, and The Education (Health Standards) (England) Regulations 2003.

## Main Responsibilities (in addition to indicative accountabilities on generic profile):

1. To lead and be responsible for the implementation for a continual improvement strategy for Schools and Learning across Haringey and ensure that there are high quality pathways into post 16 provision for young people.
2. To ensure that Haringey Council fulfils its statutory responsibility to challenge and when necessary, intervene in schools which are not offering children and young people good quality education or enabling them to make progress and achieve well.
3. To oversee and act as the lead adviser to the Council’s senior officers and Members on educational and school issues in Haringey and to ensure that the statutory obligations of the Director of Children’s Services in relation to education services are fully discharged.
4. To be responsible for and forge effective working relationships with Head Teachers, governors, other Council senior managers, health agencies, community services and the voluntary sector in order to achieve positive outcomes for education.
5. Ensure the optimum number of school places be available for children in all three school sectors in all providers.
6. Ensure high quality school governors are recruited, developed and supported in their roles as school leads and in their responsibilities to effect schools improvement.
7. Ensure that the achievements of Haringey’s schools and the children within are recognised and celebrated.
8. Analyse and use school performance data to assess and address underperformance.
9. To be responsible for the education partnerships and commissioned services which need support, including Special Educational Needs (SEN) provision.
10. Collaborate and negotiate with education partnerships to bring capacity to deliver statutory responsibilities linked to schools and for quality learning and to develop further new models for service delivery.
11. Ensure that services provided to schools through the Council’s services are high quality and financially sustainable.
12. To provide professional and technical advice to schools on all aspects of the Ofsted Framework for Inspection including leadership and management and curriculum provision.
13. To work with parents to ensure outcomes for children and young people continue to improve.

## Knowledge, Qualifications, Skills and Experience (in addition to those on generic profile):

- University degree or professional qualification (QTS, PGCE, NPQH) or equivalent work experience
- Holder of a UK recognised teaching qualification
- Experience of working collaboratively and in partnership with a range of agencies which contribute to the standards achieved by children attending an education setting

## Dimensions:

### Functional Areas
- Virtual School; School Improvement; Governor Services; School Provision
- Education Services: Education Welfare; Admissions

## Organisational Structure (attach as an appendix)