

## Person Specification

### Head of Special Educational Needs and Disabilities (0-25)

#### Part A

The following criteria (experience, skills and qualifications) will be used to short-list at the application stage:

#### Essential

- Degree or equivalent relevant higher level qualifications relating to education.
- Well-developed knowledge and understanding of the legal frameworks underpinning local authority responsibilities for children and young people with SEND
- Substantial experience working at service management/strategic level in the public sector or public sector commissioned private sector, where a significant focus has been on educational provision for children and young people with SEND.
- Proven experience of leading and delivering successful change management across complex services including both directly managed and school-led services.
- Experience of strategic planning, budget management and service development that has achieved improved outcomes on a reducing budget.
- Wide experience of working with and influencing or leading improvements in support and provision for children and young people with SEND.
- Experience of dealing with complex problems, collaborating with key stakeholders to identify root causes and, collectively, developing a range of cost effective solutions, which add value.
- Substantial experience of engaging and working with a broad range of partners and stakeholders from schools, health, the local community and private sector providers.
- Significant experience of working as a senior manager, managing people, working collaboratively and successfully across agencies and engaging with service user groups and families to deliver improved outcomes
- Experience of writing and presenting policy and strategy to inform others about relevant issues and recommend appropriate future action.

#### Desirable

- Expertise in one phase of education at senior management level
- Detailed knowledge and understanding of local authority and school responsibilities associated with SEND.
- Experience of “turning round” a service or setting to achieve improved external inspection grading
- Experience in working with elected members.
- Understanding and experience of the framework for the inspection of schools, settings and the local area’s SEND arrangements.
- Experience of working with Children’s Social Care, Parent Groups, OFSTED, DfE, CCGs, Regional Schools Commissioner, Teaching Schools, and so on.

- Worked as Headteacher / Head of School / local authority Senior Officer
- Published policy / guidance documentation

## **Part B**

The following criteria will be further explored at the interview stage:

- Experience of dealing with and analysing information whilst under pressure, and of effectively communicating this information to others in oral or written form.
- Understanding sector-led improvement in education and the associated challenges and opportunities for improving the education experience and life chances of children and young people with SEND.
- Resilient and a strong communicator.
- Experience of successfully managing change within an organisation
- Ability to work to deadlines and conflicting demands

## **Additional Requirements**

- Enhanced DBS Check

## **Disposition**

Displays a personal commitment and leadership approach to delivering the council's values of:

**Proud** – we take pride in and celebrate each other's achievements;

**Fair** – we are honest and treat people equal to their needs;

**Ambitious** – we are passionate, determined, enthusiastic and want to succeed.

## **The successful candidate will:**

- Champion the needs of all children and young people with SEND and their parents/carers in the city by offering constructive challenge and support to all providers.
- Work closely with and provide direct line management to those services within the Division that support the city's SEND strategy, such as the SEND Assessment Manager, the Principal Education Psychologist, the Virtual School Headteacher, the EEAST Team Leader and the SENTASS Team Leader.
- Contribute to the development of the sector-led model for education in Newcastle.
- Take the strategic lead role in ensuring good relationships with key partners, including elected members, to further improve the educational and skills offer for children and young people with SEND.
- Develop strategies to raise the attainment, progress and overall achievement of all vulnerable children and young people in Newcastle.
- Oversee the commissioning of places from relevant providers.