

## Job Description: Director of Primary English

Co-op Academies Trust

Salary:	Leadership 10 - Leadership 14
Contract:	Full time, permanent
Location:	Trust-wide
Reports to:	Executive Headteachers and Regional Directors
Start date:	September 2025

### Purpose of the role

You will work directly with the head teachers, Primary English leaders and teachers to identify the strengths and weaknesses and support academies to address their areas of development in this crucial subject area. You will be a pivotal person to show and share the best Primary English practice across our academies. The successful candidate will help our primary academies to build their own sustainable capacity and lead improvements. You will be expected to deliver regular professional development sessions to English leaders to improve pupils' outcomes. You will be a consistently very good/outstanding teacher with some of your time being spent modelling teaching English in allocated academies, leading by example. You will be instrumental in developing the Primary English curriculum, assessment and in improving standards in all our primary academies.

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### Key Accountabilities

- Raise standards and outcomes in the Primary English across all phases of our primary academies
- Build sustainable capacity of teachers and leaders of Primary English including CPD delivery and moderation facilitation
- Develop the Primary English curriculum and assessment resources to support effective teaching and learning
- Communicate key messages to teachers and curriculum leaders, Headteachers, Executive Headteachers and Regional Directors
- Consistently demonstrate a high standard of teaching and English development across our academies
- Modelling the best English teaching in those academies that need your support the most leading by example, showing what best practise looks like on a daily basis
- Deployment of Specialist Leaders of Education within English to support you in improving standards and outcomes
- Developing the number of academies that have an outstanding Primary English curriculum, assessment and outcomes (curriculum and teaching)
- Ensuring you provide challenge and support to those you work with to drive up standards in all areas
- Work alongside and with the Primary Director team to embed an effective English curriculum offer in all academies in the early years through to Year 6. Where necessary, work with or Directors of Secondary English
- Build an external network that can really help and support our academies with improving their curriculum offer
- Report on standards and quality of provision to the Primary Executive Headteachers responsible for the primary school improvement team

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### Personal attributes required (based on job description):

<i>Attributes</i> <i>Optimistic, sensitive, passionate, patient, honest, modest, respectful, open, willing, decisive, assertive and confident</i>	<i>All attributes are essential, unless indicated below as 'desirable'</i>	<i>How measured, e.g. application form (A), interview (I)</i>
Qualifications QTS		A
<b>Experience</b> Have extensive experience of effective teaching of the Primary English curriculum  Have experience and credibility in leading others, including experience of coaching teachers to improve the Primary English curriculum offer and outcomes  Have proven experience of identifying and implementing effective strategies for effective Primary English curriculum implementation  Track record of positive significant impact on English pupils' outcomes through their own teaching and through leadership  Experience of delivering high quality CPD, monitoring implementation and evaluating impact		A/I  A/I  A/I
<b>Skills, Ability, Knowledge</b> Have outstanding knowledge of the teaching of English and be able to demonstrate their passion and enthusiasm for communicating this to others  Have a thorough understanding of the National Curriculum for Primary English standards and expectations  Have an up-to-date knowledge of the English curriculum and assessment expectations of the Education Inspection framework  Be keen to contribute to current English curriculum/ provision and assessment development across the Trust  Have outstanding communication skills, with the ability to leverage influence with all levels of the organisation and be able to work effectively with a team of Primary English leaders		A/I  A/I  A/I  A/I  A/I
<b>Skills, Ability, Knowledge</b> Have an ability to combine rigour and high expectations with personal tact and discretion  Understand and respect the importance of diverse cultures and faiths within the academies, with a commitment to equal		A/I  A/I

<p>opportunities</p> <p>The ability to form and maintain appropriate relationships and boundaries with children and colleagues</p> <p>Be able to build relationships quickly with teachers and headteachers</p> <p>Be able to demonstrate resilience, motivation and commitment to driving up standards of achievement</p> <p>Have the IT competence necessary to fulfil all duties within the role</p> <p>Show commitment to safeguarding children, adhering to policies and procedures consistently</p>		<p>A/I</p> <p>A/I</p> <p>A</p>
<p><b>Personal Qualities</b></p> <p>Be excited to share their knowledge and expertise with a diverse family of schools and be able to travel to all the academies within the Trust, covering a wide geographical area</p> <p>Access to your own car with a full driving licence is essential</p> <p>Be aligned with all co-operative values and the Co-op Ways of Being</p> <p>Be committed to ensuring that all children in our schools receive an excellent education in a safe and stimulating environment</p>		<p>A/I</p> <p>A</p> <p>A/I</p> <p>A/I</p>

### Safeguarding

Follow the academy's policy and procedures in respect to all aspects of safeguarding (including whistleblowing if necessary)

Maintain secure knowledge with safeguarding policy and procedures, including through attending training as directed by the DSL/HT

Seek advice and support from DSL and/or headteacher as needed

*This post is subject to an enhanced DBS check. We value variety and individual differences, and aim to create a culture, environment and practices at all levels which encompass acceptance, respect and inclusion. All our colleagues are expected to demonstrate a commitment to co-operative values and principles, and the Ways of Being Co-op.*