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| **Job Details** | |
| Job Title  Grade  Location  Contract Type  Working Hours | Provincial Director of Education  Grade H - £60,233 - £68,149 per annum  2 Callaghan Square, Cardiff  This role requires some travel in Wales and beyond, and occasional overnight stays.  Permanent  Full time (34.75 hours per week)  The nature of this role requires some flexibility in terms of working hours and location.  Applications from candidates interested in alternative work patterns will be considered; however, business needs may place limitations on the arrangements offered. |

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| **Selection Process** | |
| Closing Date  Interview Date(s)  Selection Process  Contact Details | 24 January 2025 at 10.00 am  January 31st in person Cardiff.  Applicants who are successful at the shortlisting stage will be invited to attend an interview and assessment based on the requirements of the role.  The successful applicant will be required to complete a basic DBS check.  HR@cinw.org.uk / 02920 348200 |

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| **Job Purpose** |
| This is an exciting opportunity to play a part in the future of education in Wales at a national level.  The Church in Wales is a major educational provider serving 27,000 pupils at 144 schools (including 5 secondary), in a wide range of rural and urban communities, in both large and small settings, both Welsh-medium and English-medium.    The Provincial Director of Education is responsible for leading on relationships and policy development conversations with Welsh Government and other key stakeholders in the sector and for ensuring the Church in Wales’s education provision continues to develop in quality and ambition and plays a full, confident and growing part in the educational landscape of Wales. The post-holder will work closely with the Bishops of the Church in Wales and the Diocesan Directors of Education and other senior education leaders.  The Provincial Director of Education will be a member of the Mission and Strategy Team, will line manage two specialist national advisors and will contribute to delivering policy advice and continuous service development across all our schools. |

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| **Reporting Structure** | |
| **Director of Mission and Strategy**  **Provincial Director of Education**  **Section 50 Inspection and Governor Support**  **Religion, Values and Ethics and Christian Ethos Advisor** | |
| Reports to  Responsible for  Primary Contacts | Director of Mission and Strategy   * Religion Values and Ethics and Christian Ethos Advisor * Section 50 Inspection and Governor Support Advisor   The Director of Mission and Strategy; the CEO, the Executive Leadership Team; the Bishop holding the Education portfolio; the Archbishop of Wales; Welsh Government; Diocesan Directors of Education; SACs, WASACRE and The National Society. |

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| **Main Duties and Responsibilities** |
| **National policy development and advice**   * To work closely with the Bishop holding the education portfolio to develop and advise on educational vision, policy and strategy in order to strengthen the delivery of education of children and young people. * To develop and maintain strong, mutually beneficial relationships with Welsh Government’s Cabinet Secretary for Education, and with senior Welsh Government officials, to ensure the optimum outcomes for Church in Wales schools in terms of policies and resources in both qualitative and quantitative terms. * To work with the six Diocesan Education Teams of the Church in Wales, supporting their work with Local Authorities / consortia (including SACs and WASACRE) and delivering national policy on a local basis while respecting the autonomy of diocesan management and decision-making procedures. * To maintain and build relationships with external stakeholders including the Catholic Education Service, ESTYN, Qualifications Wales, Education Workforce Council, the WJEC, National Academy for Educational Leadership, as well as internal stakeholders such as the Representative Body and provincial and diocesan staff teams. * To work closely with the National Society and to attend its meetings to ensure that the specific needs of Wales are understood, are included in its activities and how they differ from those in England. Particular areas for attention include Shaping Policy, Developing Leaders, the Archbishops’ Young Leaders’ Award, and Growing Faith. * To work with Provincial and Diocesan colleagues and external bodies on messaging to raise the profile, promote the reputation and emphasise the success of Church in Wales schools as a vital contribution to the nation’s educational provision, and as a key part of the Church in Wales’s mission. * To line-manage staff supporting this work, ensuring delivery against key objectives and compliance with all policies including safeguarding and to manage the departmental budget.   **Capacity building**   * Working with the Diocesan Education teams to support School Governors, with appointment procedures, training resources and model policies.     **Performance monitoring**   * Oversee Section 50 inspections (Education Act 2005) including inspector training and professional learning for schools. Build effective links with Estyn as appropriate.   **Christian distinctiveness**   * Working with the Bench of Bishops, the Diocesan Education teams and others, to produce guidance and materials which aid Church Schools, clergy and local church members to work together to help pupils and students explore the Christian faith and develop an appreciation of the sacred. * To support and guide the work of the RVE and Christian Ethos advisor to develop networks and resources to help schools implement the curriculum in Church in Wales schools. * To ensure that resources are available, in both languages, for acts of collective worship in schools, and to contribute to policy debates and resourcing decisions to ensure this essential aspect of our schools’ educational experience is maintained and developed.   **Mission**   * To explore and develop a Church in Wales model for Growing Faith strengthening the links between school, family and church by working with colleagues in Wales and the National Society’s Growing Faith Foundation. * Contribute to a project to further develop Church in Wales Schools as a vital part of the educational landscape of Wales, including specific additional Welsh-medium provision.     **Professional development**   * Maintain own professional development and stay up to date on regulatory changes and developments in best practice. * Ensure compliance with safeguarding in all activities. * Maintain accurate and complete records which are suitably stored/shared. * Undertake any other duties as required commensurate with the role/grade. |

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| **Knowledge, Skills, Qualifications and Experience** |
| **Essential**   * A degree qualification in a relevant discipline. * Qualified Teacher Status (QTS). * A thorough understanding of the educational landscape and policy environment in Wales. * A commitment to maintaining the distinctive ethos, character, vision and mission of Church in Wales Schools, to constantly improving the quality of their work, and to strengthening and enhancing their position, profile and reputation in the educational landscape of Wales. * Extensive senior experience of operating in the education sector as a school leader, Diocesan Director of Education, or official in local or national Government, including experience of working with senior officials and elected members. * Political astuteness, combined with strong relationship management, networking, influencing, team building, and consensus-building skills. * The ability to work as part of a senior management team in a complex environment, including steering policies successfully through governance structures while consulting with stakeholders throughout. * Excellent written and verbal communication skills. * Experience in producing concise, perceptive briefings on complex issues and managing major projects through from inception to execution while monitoring and evaluating their impact. * Willingness to travel throughout Wales and beyond, including overnight stays. * A full driving licence and use of own transport * An empathy with the mission and ministry of the Church in Wales   **Desirable**  • Registration with the Education Workforce Council.   * Evidence of Continuing Professional Development. * Experience of using SharePoint as a file repository system   • An understanding of the purpose and structures of the Church in Wales  • Welsh language skills/the ability to communicate in Welsh |

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| **Development Opportunities** |
| This is an exciting opportunity to join a growing team at a time of change and innovation in the Church in Wales.    The Church in Wales is a vital part of Welsh society, with a clear social purpose and with a message of hope.  With a presence in every community of Wales, we have deep local relationships and an important national voice.  Our primary and secondary schools are at the heart of communities across the country and are a vital part of the nation’s educational provision.  This role will give the post-holder the opportunity to exercise leadership at a national level and to influence policy formation and service delivery across all of Wales, ensuring our schools deliver best possible outcomes, and that they play a continuing and increasing part in the development of education in Wales. |

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| **Occupational Requirement** |
| Part 1 of Schedule 9 to the Equality Act 2010 applies to this appointment. This post carries an occupational requirement to be a practising Christian and, preferably, a communicant member of the Church in Wales, a church in communion with it or another Trinitarian Church. |