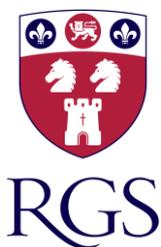


DIRECTOR OF PARTNERSHIPS

**JOB
INFORMATION**



RGS



DIRECTOR OF PARTNERSHIPS

Newcastle upon Tyne Royal Grammar School

With effect from September 2020 or January 2021

THE SCHOOL

Newcastle upon Tyne Royal Grammar School (RGS) has long had a reputation as a premier independent school in the North East. The School has 1,320 students (including 264 in its Junior School) and is located in Jesmond, within walking distance of the city centre, and adjacent to Jesmond Metro station. Originally a boys' school, girls were admitted to the Sixth Form in 2001 and the school became fully co-educational in September 2006; girls now represent 43% of the student population.

In addition to its reputation for academic excellence, the school provides high quality pastoral support and co-curricular activities. It enjoys a wide range of excellent resources and facilities, and its accommodation has been extensively extended and refurbished in recent years.

The school received its Royal Charter from Elizabeth I and is the oldest education institution in Newcastle. It has a long history of supporting talented individuals through the bursary programme and a rapidly expanding number of pilot partnerships with local state schools and other partners. We are committed to further widening access and as a centre of academic excellence, we aim to have an impact in raising aspirations and attainment throughout Newcastle and the North East.

The RGS is proud to be the highest performing academic school in the region; we enjoy fantastic success rates in competitions linked to the many co-curricular activities that our students take part in; and, we pride ourselves in establishing a nurturing environment that allows our students to develop and thrive. During the recent lockdown caused by Covid-19 the school has developed the ability to deliver education remotely making use of advances in education technology.

PARTNERSHIP ACTIVITIES AT THE RGS

Although the exact date is a matter of argument, tradition has it that the school was founded by Thomas Horsley, Mayor of Newcastle. In 1525 he made his will, endowing money for the establishment of a free school in Newcastle, thus founding the Newcastle upon Tyne Royal Grammar School. It is with this spirit of altruism that we wish to appoint a Director of Partnerships. This is a relatively new position, reflecting our commitment to extending the development of local and regional partnerships with local state schools and other organisations.

Community partnership is a key part of the School's Development plan and the Director of Partnerships will form part of the School Leadership Team (SLT). This is made up of the Head, Deputy Head, Director of Finance and Operations, Head of Junior School, Deputy Head Academic, Deputy Head Pastoral, Head of Sixth Form and Director of Development and Communications.

Building on the school's track record of success we wish to develop partnerships that are sustainable and scalable. We aspire to establish the RGS as a leading and valued member of the community and to work alongside schools throughout the region to improve the aspirations, attainment and opportunities for young people both in Newcastle and across the North East.

Job description: Director of Partnerships
Deadline: 9am, Monday 28th September 2020
Contact: Geoffrey Stanford, Head (hm@rgs.newcastle.sch.uk)



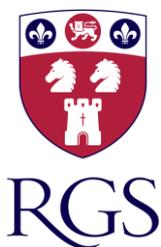
THE ROLE

The RGS seeks a Director of Partnerships to lead the strategic development of regional community and educational partnerships with the school.

This is a senior role and an ideal position for an experienced individual with exceptional leadership and organisation skills. They must be passionate about education and have the ability to design, implement, evaluate and sustain scalable partnerships with schools, educational charities and businesses that will deliver a significant and measurable impact. A background in education is not essential for this post, and we would welcome applications from any person who feels that they have relevant experience.

We expect that the Director of Partnerships will also have oversight of students' community service and student-led charity activities, as well as managing events at the RGS alongside the Development Office. Working with the Head and Governors, you will:

- Lead and strengthen the school's current partnership activities.
- Work with the Development Office in building links with businesses and other organisations in the region, to secure funding for further scalable partnership activities.
- Be proactive in developing and managing new partnerships, increasing the number of staff/students actively involved in partnership projects, including teachers specifically recruited to work in the community.
- Oversee the work of our Heads of Voluntary Service and Charity Work to line manage the school's service and charity fund raising activities by students, and establish an outward thinking culture amongst students, parents and staff, with a school-wide desire to be involved in the local community.
- Represent the school at a local, regional and even national level in the development of partnership activities. Ensure clear and effective communication about our partnership programmes, both within the school and more widely to raise awareness of and political engagement in our partnership work.



- To be a member of the Senior Leadership Team (SLT), offering the external perspective and playing a significant part in devising and delivering overall strategy.

The Director of Partnerships will provide support to the Head and other senior staff with regard to managing the outward-facing aspects of the school along with the Director of Development and Communications. They will have the opportunity to speak at meetings of the Board of Governors and attend other school committees as appropriate.

KEY CRITERIA FOR SUCCESS

In the first twelve months you will have:

1. Developed a strong working relationship with the Head, SLT and Governors, building upon the work of the recently retired post holder and continuing to establish the Director of Partnerships as a credible and effective contributor to school life.
2. Consolidated and evaluated current partnerships, as well as established significant new partnership activity with schools, educational charities and businesses in the region, and be able to demonstrate measurable positive impact of this work with those institutions.
3. Developed and gained widespread support for RGS's partnership work from community partners, community leaders and all school stakeholders.
4. Published and promoted an annual report setting out all RGS partnership work and its impact for the region.
5. Established an events management strategy for partnership events.
6. Created an operational plan for the next 12 months that lays out priorities and resource needs for each initiative.

MAIN RESPONSIBILITIES

Because it is a relatively new post, its final shape will be determined very much by the way in which the post-holder develops it, so the job description will evolve as the position develops. The precise nature of the responsibilities of the post holder will be shaped by the interests and expertise of the successful candidate, but will include the following:

- Strategy development and implementation.
- To provide leadership for and management of all staff involved in partnership work.
- Prepare and manage the partnership budget, ensuring robust financial management of both income and expenditure.
- Develop strong relationships with external organisations that support partnership with resources and funding.
- Provide regular management reports on all aspects of the brief to monitor progress against targets, to the Board of Governors and appropriate committees.
- To represent the school professionally and in keeping with its ethos in all relationships.
- Foster good relations with members of the academic and support staff team in order to ensure effective co-ordination and integration with other aspects of school life.

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- To keep parents engaged and well informed of partnership work and its impact on students.
- The role will require significant travel within the region and, potentially, further afield. Attendance at evening and weekend events is expected to be an essential part of the job.

LEADERSHIP AND MANAGEMENT

The Director of Partnerships is accountable to the Head. The Director of Partnerships is also a member of SLT.

The SLT carries collective responsibility to the Head for the effective daily running of the school, maintaining high standards, the management of whole school issues, advice on and development of school policy and strategy, and the subsequent support for, and implementation of, agreed policies and strategies. Though individual members of the SLT are allocated specific responsibilities, it is ultimately the responsibility of the SLT to give support and assistance, as and when required, in any aspect of school life as requested by the Head.



PERSON SPECIFICATION

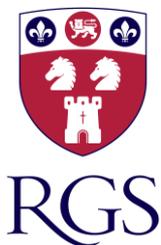
QUALIFICATIONS/PROFESSIONAL BODIES

Essential criteria

- A strong record of academic achievement and educated to degree level or equivalent.

EXPERIENCE

Essential criteria



- Successful experience of strategic planning and leading change.
- Proven track record of successful team leadership and managing people with the ability to influence, motivate and persuade at all levels.

Desirable criteria

- Experience of working at a management level in both a school environment and business or charitable organisations.
- Experience of maintaining and developing community/educational partnership activities.
- Experience of both maintained and independent school environments.
- Community awareness and networking experience.
- Project management experience.

SKILLS/KNOWLEDGE

Essential criteria

- A commitment to promoting and safeguarding the welfare of children.
- Excellent team working skills, with the ability to work as part of the SLT contributing to effective strategic and operational decision making in a school setting.
- Ability to prioritise and manage responsibilities under pressure.
- The ability to write and verbally communicate messages that are clear, concise and inspiring.
- First class organisational and administrative skills, including ICT, with the ability to remain calm under pressure and work to tight deadlines, managing competing priorities.

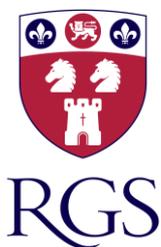
Desirable criteria

- Knowledge of the partnership landscape for independent schools working with the maintained sector.
- Confident and experienced public speaker.
- Demonstrable budget management skills.

PERSONAL ATTRIBUTES

- Commitment to the RGS ethos with an exemplary degree of personal integrity and maturity.
- A strong belief in the importance of partnership and a passion to widen the RGS's community impact.
- Equally comfortable working with education and business professionals.
- Dynamic, entrepreneurial and resilient, highly motivated and target-driven.

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- The presence required to represent the school in interactions with all stakeholders along with empathy and commitment to staff and volunteer teams.
- Common sense with a flexible in attitude and approach, able to work at a strategic level yet also in a hands-on capacity.
- Prepared to challenge and to ask questions.
- Resilient and cheerful with a strong sense of self-awareness and willingness to learn.
- A willingness to be involved in the wider life of the school.

LIVING IN THE NORTH EAST

So, where is Newcastle and what's it like up north? Frankly, it's brilliant. Newcastle is a medium-sized city with an historic centre and a vibrant life of its own. There's culture and arts in the form of the award-winning BALTIC Art Gallery and The Sage, alongside several theatres that attract national touring productions. There's music from classical to club and we are home to the Royal Northern Sinfonia. There's a growing food culture with some fantastic restaurants. There's also great nightlife.

If you like sport, then there's great football being played at St James' Park and the Stadium of Light. There's good cricket at Durham (a mere half hour away), and good rugby at the Falcons. Not to mention basketball and even ice hockey, and don't forget the annual Great North Run. The North East has also produced some of the country's finest athletes in track and field and there are clubs aplenty to get involved with.

The coast and the hills are minutes away from the city centre. By car you really can be in the middle of nowhere in 45 minutes, even the Scottish Border is only an hour away. The Lake District is an hour and a half away. The coast is served by the Metro (our version of the Tube), but some of the country's best beaches are up the road in Northumberland, less than 40 minutes by car. There's mountain biking, road cycling (imagine Kent with no traffic), climbing, and endless hill walks in stunning countryside.

There are three local teaching hospitals, two universities in the city with another three close by. Some pioneering medical work goes on at the RVI, Great North Children's Hospital and the Freeman Hospital.

History abounds, with more castles than you could count and sites of interest for almost every period of English (and border) history. Add that to a proud, independently minded and very friendly local population and we have most things you could want.

There are green spaces all over the city too, with plenty of parks for children and dogs alike to run around. There are some really excellent primary schools on the edge of the city or in the suburbs. Some good secondaries exist too, but staff get a discount at our school. There are some good competitor independent schools as well.

The RGS is on the edge of the city centre, a ten-minute walk from the main shopping areas. The leafy, affluent suburbs of Jesmond and Gosforth are close by, with housing ranging from purpose-built flats in terraced streets and conversions of bigger houses to terraced houses, post-war semis and large, family-sized detached houses with big gardens. All of this is within walking distance of the school so no commute, and a fraction of inflated southern prices, yet they are holding their value and increasing relatively steadily. If you want to travel to work, then imagine waking up with a sea view, hopping on the Metro and getting off at school on the edge of the city centre just half an hour later. What could be better?

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HOW TO APPLY

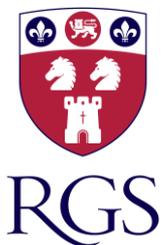
Information for both teaching and support staff roles at the school can be found in the job vacancy section of our website to illustrate how different applications are considered, and include additional information about the school.

If, having looked through the website (www.rgs.newcastle.sch.uk) and read this job information pack and the information for applicants, you think this particular post would suit you, please say so (and why) in a letter of application. You must complete the application form and cover sheet, even if you want to also attach a CV (the forms are available as Word documents). You are welcome to apply electronically, please email all documents to jobs@rgs.newcastle.sch.uk.

Please read the information for applicants with particular care before applying. And please note that the RGS applies the Government's Safer Recruitment procedures, which will include:

- Checking that the submitted CV provides a continuous record of employment and education from the age of 16;
- provision of two satisfactory references, at least one of which must be from the applicant's current or most recent employer;
- completion by you of a confidential form of declaration of health (after offer of appointment) and, if necessary, a satisfactory report following a medical examination;
- evidence or other verification of your qualifications;
- a satisfactory Enhanced Disclosure Report from the DBS.

Interviews will be held before October half term, so early applications are welcome. We will hope to make the appointment on the day, offering the post and gaining acceptance, so applicants should arrive for interview with a clear idea of what would be involved in moving to the area (if necessary) and working at the RGS. Potential candidates are welcome to come and visit the school: partners will also be welcome to have a look round in advance or on the



day.

Background and experience will certainly be considered when it comes to working out a final employment package with the successful candidate.

If you have any queries regarding the post, please do not hesitate to contact the Head, Geoffrey Stanford, or Deputy Head, Tom Keenan, by contacting s.ellis@rgs.newcastle.sch.uk.

CONTACT DETAILS

Royal Grammar School, Eskdale Terrace, Newcastle upon Tyne NE2 4DX

Tel: 0191 281 5711

General enquiries: hm@rgs.newcastle.sch.uk
or communications@rgs.newcastle.sch.uk

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