



Director of Education Application Pack, Dioceses of Durham and Newcastle.

To commence 25th January 2025 or sooner.

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Welcome Letters

Thank you for your interest in this great role – Diocesan Director of Education (DDE) for the Dioceses of Durham and Newcastle

Welcome Letter from the Bishop of Jarrow/Acting Bishop of Durham & Bishop of Newcastle

Dear Colleague,

Thank you for your interest in the post of Diocesan Director of Education (DDE). We are quite unique in that we have one Joint Education Team who serve the children and staff in our schools across two dioceses.

Our priority together is to place children at the heart of our diocesan mission through 'Blessing our Communities in Jesus' name' and 'Seeking, Sharing, Sending'. At the centre of our diocesan missions are our children – and that includes all children across our dioceses, not just those in our Church Schools.

We faithfully serve children and parents of all faiths and of none, providing a high quality of education of the whole child and enriching their communities.

Our new DDE will play a key role in fully sharing in the leadership of the church here; it illustrates why they will help shape and lead our strategy, and why this appointment is so important.

Jesus Himself showed his disciples how to place children at the centre and how we can all learn from them: "Let the little children come to Me, and do not forbid them; for of such is the kingdom of God."

We are looking for a leader who will place children at the heart of decision making and who will be instrumental in shaping our future decision making.

If this sounds like the mission and work you are called to, then we want to hear from you.

Our Chairs of the Diocesan Boards of Durham and Newcastle, as well as the current interim DDE who is retiring from this role at the end of the summer, will be available to answer any questions throughout the process.

Best wishes,



The Rt Revd Dr Helen-Ann Hartley
Bishop of Newcastle



The Rt Revd Sarah Clark
Bishop of Jarrow and Acting Bishop of
Durham

Welcome Letter from the Chairs of the Durham and Newcastle Boards of Education

Dear Colleague,

We warmly welcome your interest in the role of Diocesan Director of Education (DDE) for our Joint Education Team. Church Schools are at the heart of the Church of England's mission and our aim is to ensure that outstanding education is provided in our church schools, and to foster high quality engagement with young people in schools and parishes across the dioceses.

We are committed to making a key contribution to the flourishing of our children and young people through our diocesan strategies. As the Chairs of the Education Boards, we work closely together to ensure that the needs of our children and staff are met so that all can experience "life in all its fullness." You can find out more about how our boards operate later in this booklet and we will be available to answer any questions that you may have throughout the process.

The DDE leads our small but very experienced and skilled education team as they work closely to support our 106 church schools across 10 local authorities, which are a mix of voluntary aided, voluntary controlled and academies, some of which are in Multi-Academy Trusts. The DDE is also a full member on both Durham and

Newcastle's Bishop's Staff, contributing to the whole life of both Durham and Newcastle Dioceses.

The principal task of the DDE is to support schools and trusts to fulfil the mission of delivering high-quality provision of a distinctively Christian character for those of all faiths and of none. Our aim is to enable children and young people to have a lively, intelligent, and creative engagement with the Christian faith within the setting of a Christian community, whilst supporting staff, governors/trustees, and clergy to be fully equipped to serve their schools. We know that schools face many challenges today, especially with finances and recruitment, and that the impact of the pandemic has not yet been resolved, particularly in Early Years. However, we are committed to fulfilling our mission - to supporting the development of our church schools - and are looking for a DDE to join our amazing team, someone who is excited about the opportunities ahead, who can build on the work done so far, but who is not daunted by the challenges that education faces today.

Please do not hesitate to contact us if you have any questions.

We look forward to receiving your application and wish you well through the process.



Nigel Wyrley-Birch
Chair of the Durham Board of Education



Gill Alexander
Chair of the Newcastle Board of Education

About the Dioceses of Durham and Newcastle

The Dioceses of Durham and Newcastle are two of 42 Dioceses that comprise the Church of England.

Diocese of Durham



The Diocese of Durham covers 209 parishes across a geographical area of 2,530 square kilometres in the North of England. It is in ‘the Land of the Prince Bishops’, framed by the River Tyne in the North, the River Tees in the South, the Durham Dales in the West and the Sea in the East.

The Diocese covers the 7 local authorities of Darlington, Durham, Gateshead, Hartlepool, South Tyneside, Stockton-on-Tees and Sunderland. It is served by 3 Archdeaneries: Auckland, Durham and Sunderland. As well as

the worshipping communities, there are 57 CE Schools (52 primary and 5 secondary) within Durham Diocese.

The Diocese of Durham currently has a Vacancy in See following the retirement of the Rt Rev Paul Butler, Bishop of Durham, in February this year. The Rt Rev Sarah Clark, Bishop of Jarrow, is currently Acting Bishop of Durham and is leading the diocese with the senior team in its search for our new Bishop of Durham.

Diocese of Newcastle



Northumberland Deaneries

- 1 Newcastle West
- 2 Newcastle Central
- 3 Newcastle East
- 4 Bedlington
- 5 Tynemouth

The Diocese of Newcastle is the Church of England’s most northerly diocese and is framed by the Rivers Tyne and Tweed. The Diocese is in the ‘land of the Northern Saints’ and was formed in 1882, comprising of 169 parishes across 5490 square kilometres.

The Diocese covers the local authorities of Newcastle, Northumberland and North Tyneside, and also small parts of County Durham and Cumbria. It is served by 2 Archdeaconries: Lindisfarne and Northumberland.

As well as the worshipping communities, there are 49 CE Schools (28 primary and 1 secondary) within Newcastle Diocese. The Rt Rev Dr Helen-Ann Hartley, Bishop of Newcastle, leads the Diocese and assisted by the Rt Rev Mark Wroe, Bishop of Berwick, and a senior team.

Our Educational Context

Schools in the Dioceses of Durham and Newcastle are supported by the Joint Education Team (JET).

Together, across both Dioceses, there are 10 local authorities and 106 schools consisting of First, Primary, Middle, High and Secondary Schools, including one Free School. Approximately half of our schools are in one of our 8 Multi-Academy Trusts, including 3 Mixed MATS.

We have a rich industrial, fishing, farming and cultural heritage which continues to inspire visitors – from the heritage of the Venerable Bede, St Cuthbert and the Northern Saints to the beautiful coastal landscapes and coast that make the North-East of England a uniquely inspiring place to live and work. Our educational community landscape is similarly varied, and the Joint Education Team serves a wide variety of schools, based in numerous settings - from rural to coastal to urban – and varying in size from tiny first schools to large secondaries.

Many of our schools are small and in isolated, rural locations, giving local children access to education near to where they live. We believe this is incredibly important and that often village schools serve as a valuable community resource for people of all ages. In addition, some of our schools are based in areas of high deprivation and serve the most disadvantaged communities.

The Joint Education Team serves both dioceses with a small but very experienced staff team consisting of [both school-based and administrative staff](#). The JET team are predominantly based in [Church House, North Shields](#), but at times may work flexibly from home, as well as having access to offices and meeting rooms at Cuthbert House in Durham when needed.

As a Joint Education Team, we offer a wide range of support to schools, including support regarding Christian Distinctiveness, Collective Worship, RE, School Effectiveness and Improvement, Church School Leadership, Governor and Trustee Support, Admissions, Resources and Headteacher Recruitment. In addition, for our Voluntary Aided Schools, we also offer additional core services for buildings, premises, and land.

We work closely with colleagues across both dioceses to support the partnership between schools and parishes. Our two cathedrals in Durham and Newcastle play a key part in our educational offer and annually host the Year 4 and Year 6 Leavers' Services, working in collaboration with the Children's Ministry Teams of both Dioceses.

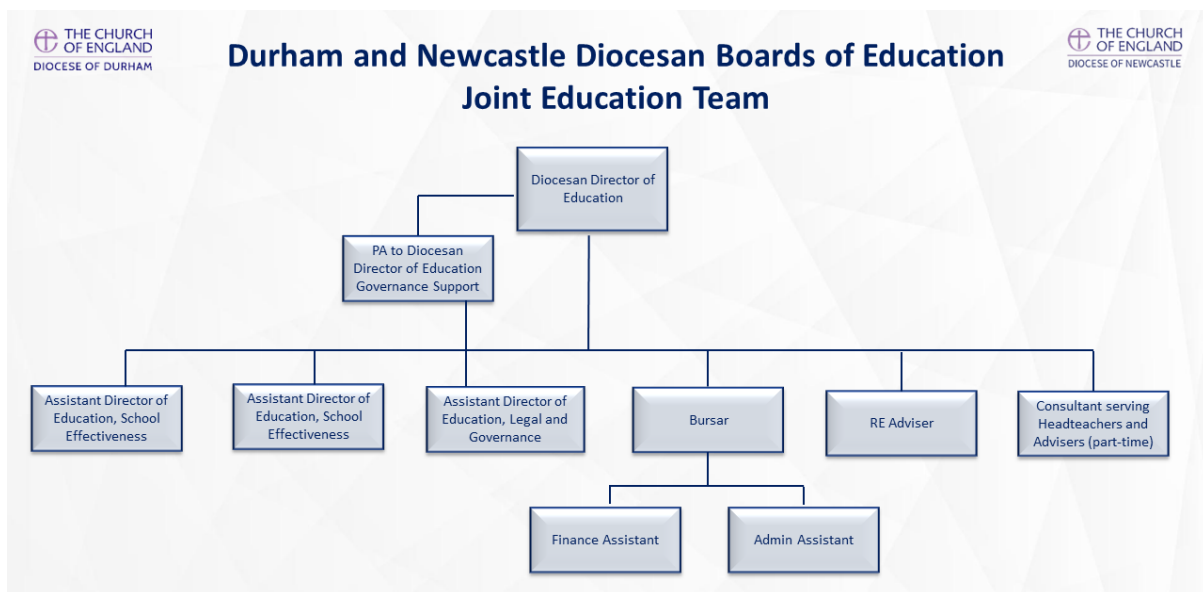


The Durham and Newcastle Boards of Education

The Joint Education Team is supported by two Boards of Education – one in each diocese.

Our Boards, one of which is un-incorporated (Durham Board of Education - DDBE) and the other which is incorporated (Newcastle Board of Education - NBEB), retain their separate legal identities and functions. As the DDBE is unincorporated, the Durham Board of Finance (DDBF) acts as the legal entity on behalf of the Diocese of Durham. All postholders are employed jointly by DDBF and NDEB with NDEB acting as their managing agent.

Both boards meet jointly once a year. In addition, we also have a joint Operations and Co-ordination Group (OCG) made up of representatives of the boards, who meet termly to discuss the operational and strategic actions of the Joint Education Team. For further information regarding the Boards of Education, see the [Joint Education Team website](#).



Governance and Structure within the Dioceses of Durham and Newcastle

Representatives from church communities within both dioceses have a part in influencing the policies and practices of the national Church of England, through General Synod. There are also deanery Synods and the Diocesan Synod in which representations can be made.

The Dioceses both operate within the national structures of the Church of England. For more information about this, visit [the Church of England website](#).



Vision and Strategy

Outward looking and forward thinking – we place our children at the centre of our strategic thinking, working alongside all stakeholders. We are aware that the educational landscape continues to change, and we are looking for a DDE who will help us to evaluate our current strengths and also look to how we move forward.

In 2015, the boards adopted an integrated vision for church involvement in education in the North East of England across the two Diocesan areas based on the following commitment:

- We believe that all human beings are created in God’s image and God’s enabling Spirit should be allowed to flourish in the widest and best possible way.
- The church is called to play its part in the removing of barriers to all human well-being, including the provision of an excellent education where this may not otherwise be available.

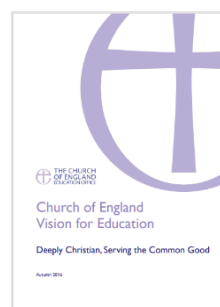
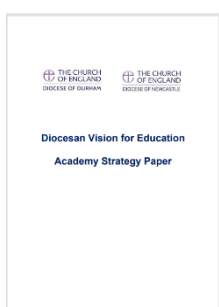
The vision of the Joint Boards of Education is that each and every child and young person is able to achieve their full potential and ‘live life in all its fullness.’ This vision is currently delivered in the following 4 areas: School Effectiveness, Developing People, Context and Distinctiveness.

Our strategy is underpinned by the Church of England’s Vision for Education ‘Deeply Christian, Serving the Common Good’ and the most recent paper ‘Our Hope for a Flourishing Schools System’.

Currently, as is the case nationally, we are operating in a very mixed structure with half of our schools now being part of Multi-Academy Trusts and the others being a mix of Voluntary Aided, Voluntary Controlled or Single Academy Trusts. In 2022, the Joint Boards of Education published a Diocesan Vision for Education: Academy Strategy Paper for all schools across the dioceses.

The policy was the work of two working parties, one from each Diocese and the Joint Education Team who are employed by both Dioceses to oversee and manage Church of England Education. This paper supports the growth of Multi-Academy Trusts, whilst also recognising the challenges for some of our schools who currently sit outside this structure, particularly those who are tiny and rural, and the responsibility for our trusts who are committed to long term growth to support them. [See the full report here.](#)

Working in partnership with the Regional Schools Directorate, multi-academy trusts, professional and statutory bodies, local churches and communities across both Dioceses, the Boards of Education seek to fulfil their vision, alongside fulfilling its wider legal obligations as defined in the DBE Measure (2021). Most recently, the Boards, supported by the Interim Director of Education, have been evaluating the current landscape and the challenges experienced by our school leaders, especially regarding those in disadvantaged or financially challenged areas. We believe that pupils in Church schools and their parents are entitled – and should be encouraged – to expect the highest standards of teaching and opportunities for learning whilst celebrating their distinctive Christian ethos so that there is equity for all.



The Role of the Diocesan Director of Education

Key Relationships

The key relationships for this role are with:

- The Diocesan Bishops and the senior staff team in both Durham and Newcastle Diocese
- Bishop's Council and Diocesan Synod in both Durham and Newcastle Diocese
- Durham and Newcastle Diocesan Boards of Education (DDBE and NDBE)
- The Durham Diocesan Board of Finance (DDBF)
- The National Society for Promoting Religious Education
- The Newcastle Diocesan Board of Finance (NDBF)
- Trustees, directors and governors of schools and academies, including Chairs and Ex-Officios
- CEOs, executive principals and executive headteachers, principals and headteachers
- Local Authorities, the Regional Delivery Directorate and Ofsted
- The National Education Office for The Church of England/SIAMS
- Clergy and lay deanery/parish representatives, including Children's Ministry Teams

Key Responsibilities

Educational Leadership

- Serve as lead officer for the Diocesan Board of Education (DBE), fulfilling the statutory role of Diocesan Director of Education. The DDE works to deliver the DBE Measure 2021 as executive secretary to both Dioceses.
- Lead the implementation and review of the DBE vision and strategy, ensuring alignment to the national and diocesan vision and strategy, and that all associated policy, practice and operational plans are fit-for-purpose.
- Shape and influence the trust landscape to which church schools belong, ensuring a strong MAT home for all church schools and holding MATs accountable (through their governance and leadership) for the flourishing of the Christian character of Church schools.
- Ensure the deeply Christian vision is fully understood and implemented across all diocesan schools.
- Recognise and maximise strategic development and opportunities in accordance with the DFE's strategic plan for Durham and Newcastle in relation to Church schools, sustaining a strong and collaborative partnership with the Regional Director.

- Through system leadership, work with key stakeholders locally, regionally and nationally, to enable the DBE to advocate for the greater good, remain a significant partner for raising standards in all schools in Durham and Newcastle Dioceses, and exercising the right to intervene when Trusts and/or schools are failing.
- Ensure MATs and Church schools are compliant in all matters relating to the Christian character of church schools, including, but not limited to, compliance with: charitable objectives and foundation deeds; Articles of Association and Instrument of Government; admissions; consents, directions and approvals as defined in the DBE Measure (2021), particularly with regard to VA Admissions and VA Capital Works, SACRE (Standing Advisory Council for Religious Education), DFE policy and guidance and those elements which are subject to external review through OFSTED and/ or SIAMS.
- Ensure the effective management of the DBE's physical and financial assets, including the church school estate and the DBE's budgets, trust funds and investments where applicable.

Diocesan Leadership

- Play a full role in the Bishop's Senior Leadership Teams, fully contributing to the diocesan vision to build a younger and more diverse church which places children and young people at the heart of the dioceses.
- Collaborate with other dioceses for mutual effect, including contributing to the national DDE group and attending national meetings and conferences.
- Support the development of Christian leadership and vocations, whether lay and ordained, in work with schools and families.
- Secure a strong working relationship across the DBE to support deaneries and parishes to maximise missional opportunities to engage with schools, church, and families.
- Support school and church leaders (whether lay or ordained) to confidently articulate a theologically rooted Christian vision for their work which places children at the heart of worshipping communities and nurtures and develops the Anglican foundation of church schools, enabling all young people to flourish.

Safeguarding

- Share in promoting and working for a safer church in line with House of Bishops and other safeguarding guidance.
- Enact the Diocesan Safeguarding Policies and procedures and maintain up-to-date training, as appropriate.
- Ensure all safeguarding procedures and protocols to protect both children, young people and adults are understood and acted upon by DBE staff. Where appropriate, work with the

Diocesan Safeguarding Officer, schools, trusts, the Local Authority Designated Safeguarding Lead and Ofsted in exercising this responsibility.

General and Operational

- Lead, manage and develop the Joint Education Team and functions for whom the role is responsible, specifically relating to educational governance and the environment, ensuring that it is well-staffed with the expertise and professional credibility needed to support school leaders, governors, and clergy.
- Build good working relationships with the Diocesan Communication Team.
- Ensure that the work of the Joint Education Team is fully understood, of high quality and valued by all stakeholders, maintaining a high profile for education and young people within the Dioceses.
- Support academisation decisions and processes.
- Sustain a diocesan database of school performance indicators that enables oversight of progress towards diocesan strategic objectives.
- Ensure diocesan information systems and policies are adhered to, including social media, GDPR and Data Protection.
- Promote a safe working environment and ensure compliance health and safety requirements, including the completion of risk assessments, as appropriate.
- Attend and participate in meetings, as required, including those beyond office hours (including residential events).
- Promote equality, diversity and inclusion in employment practices and leadership relationships in line with the Equality Act 2010.
- Ensure the Boards proactively support the principles and practices of equality of opportunity as detailed in its strategies and policies, and in accordance with its legal obligations and teachings of the Church of England.
- Undertake any necessary training to ensure continuing personal development and encourage it for the whole team.
- Participate in an annual review of performance and lead on this for others in the Joint Education Team.
- Undertake other duties, as may be required from time to time, to ensure the effective and efficient fulfilment of the role.

This job description is a summary of the key areas of responsibility in the job. It is not intended as a definitive statement of job content and will be reviewed periodically and may be subject to amendment.

Person Specification

CRITERIA	HOW ASSESSED
ESSENTIAL	
QUALIFICATIONS AND TRAINING	
University degree and Qualified Teacher Status (QTS or equivalent)	A
Evidence of recent appropriate continuing professional development	A
A practising Christian (see below*), able to articulate clear support for the Church of England's ministry and mission in general and particularly in connection with education	A / I
EXPERIENCE / KNOWLEDGE	
Proven track record of working successfully in a senior educational context (for example, as a Headteacher or equivalent) securing school improvement and change, thereby demonstrating credibility	A/I/R
Knowledge, understanding and support for the ethos and Christian Distinctiveness of Church schools and academies	A/I
An in-depth understanding of how to develop the deeply Christian, Anglican vision of church schools and the ability to confidently articulate theological thinking and its application within the Dioceses.	A/I
Strong understanding of the current education landscape, particularly the opportunities and complexities of church majority and minority MATs and its impact on church schools	A/I
Experience of building partnerships which impact on the culture of an organisation/school	A/I/R
Experience of leading highly accountable team/s which enable/s change and improvement	A/I/R
An understanding of risk management, health and safety regulations, governance and safeguarding in the education sector	I/R
SKILLS & PROFESSIONAL ATTRIBUTES	
Ability to plan and act strategically and collaboratively, whilst delivering requisite outcomes	I
Excellent networking and influencing skills	I
Excellent oral and written communication skills	A/I/R
Strong work ethic and a flexible approach	R
Confidential, resilient, with integrity	R
Well-developed financial literacy, with the ability to take overall responsibility for budget and resources, including income generation	A/R
Politically astute (at every level) with excellent networking skills	I
Excellent interpersonal and communication skills with a range of stakeholders, in a range of contexts, inspiring others and instilling confidence	I
Experience of leading and line / performance managing staff, and a commitment to their development as individuals as well as the team	A/I
Able to find creative responses to problems as well as spot new opportunities on the horizon	A/I

Ability to draw up policy documents, reports and briefings, including bids for grants	A
Ability and commitment to work flexibly, modelling and promoting and inclusive and collaborative culture where the diversity of individual backgrounds and experiences are celebrated, valued and respected	A/I
Ability to motivate others, recognise their strengths and empower them to respond constructively and objectively to critique and challenge	I
Confidently articulate theological thinking as it applies to the life of the DBE and its schools	I
IT literacy and competence, including an understanding and appreciation of new technologies and social media	A/I
PERSONAL ATTRIBUTES	
A passionate commitment to the role of the Church of England in education	I
An ability to articulate how belief informs an approach to Christian leadership	I
Able to establish credibility quickly, inspire trust and confidence, and establish a culture of high expectations	I
A passion for the flourishing of children and young people	I/R
Ability to exercise spiritual leadership in the context of the role	A/I/R
Ability to take difficult decisions well and disagree well	I
Willingness and ability to travel across the dioceses	A
Satisfactory enhanced DBS check	R
A holder of a current driving licence and access to own suitable transport	A
DESIRABLE	
Qualified SIAMS and/or Ofsted inspector	A
Experience of governance	A
Experience of leading a Church School	A
Experience of working in an academy or MAT	A
Experience of and evidence of success in leading and managing at executive headship / CEO level in educational contexts	A
Experience of working with clergy and laity to build vibrant school and parish partnerships which impact positively on the spiritual development of children and young people	A/I
An understanding of parochial and diocesan governance structures	I

**In accordance with the Equality Act 2010, it is a genuine occupational requirement that the post holder be a committed Christian and has empathy with the mission and ministry of the Church of England. The post-holder is required to be a member of the Church of England or another denomination which is a member of Churches Together in England.*

Terms of Employment

Job Title	Diocesan Director of Education
Employer	Joint Education Team LLP
Line Manager	Chairs of the Durham and Newcastle Boards of Education
Accountable to	Diocesan Boards of Education for Durham and Newcastle Dioceses
Responsibility for	Joint Education Team
Location	The role will be based in Church House, North Shields. There is a requirement to travel across both Dioceses when required. We offer a hybrid working policy that enable staff to work from home, or remotely, subject to line management agreement and operational requirements.
Contract	Permanent
Probationary Period	6 months
Notice Period	3 months
Pension	15% employer contribution or option to remain in teachers' pensions
Salary	£86,375 (dependent on church or teachers' pensions, for further clarification please contact us).
Hours	This is a full-time role of 37.5 hours per week and will include attendance at some evening and weekend meetings and events. Applications for flexible working will be considered under our flexible working policy.
Annual Leave	To be discussed
Travel Expenses	Travel and working expenses paid
Safeguarding	An enhanced DBS disclosure will be required
Right to work in the UK	The successful applicant will need to provide proof of the right to work in the UK prior to taking up the role

We aim to be an inclusive, welcoming, and caring employer that puts wellbeing at the heart of what we do. For more information on working with us and our other staff benefits, [see here](#).



The Application Process

Applications should be submitted online [here](#) or via the link on our [website here](#), by midnight on Thursday 12/09/2024

Shortlisting will take place within a few days of the closing date. We will email all applicants to let you know the outcome of your application.

If shortlisted, we will invite you to a carousel of interview activities on Monday 23rd September 2024.

Formal interviews will be held on Tuesday 24th September 2024 at Church House, St John's Terrace, North Shields NE29 6HS.

We will provide timings and detailed arrangements for invited candidates and assist with the cost of necessary travel and accommodation.

For an informal conversation before applying, or if you have any queries, please email the Interim Director of Education, Gill Booth (gill.booth@drmnewcanglican.org) or the DDE PA, Susie Taylor at Susie.taylor@drmnewcanglican.org

