



CROWN HILLS
COMMUNITY COLLEGE
A Specialist Sports College

Appointment Information

Health, Well being and Community Manager



Crown Hills Community College
Gwendolen Road, Leicester LE5 5FT
Tel: 0116 273 6893
office@crownhills.leicester.sch.uk
crownhills.com





Dear prospective applicant,

Thank you for taking the time to read about this role and our school. CHCC is in the top 12% of schools nationally and blends a 70-year history of inclusive education with an innovative, forward-looking approach to providing a state education like no other to 1500 students from inner city backgrounds.

This is a truly unique opportunity for the right person to lead a team of dedicated professionals as manager for Health, Wellbeing and Community. Inspire Together have just undertaken a rebranding and will be known as 'Inspire Together – A healthier, happier future generation' from September 2022. This reflects a change in direction for us where we are no longer focussed solely on school sports but across our 6 delivery strands of Inclusion, High Quality Competition, Leadership, Health and Wellbeing, Community and High Quality Physical Education.

We are looking for an energetic, inspirational and forward-thinking manager to lead across 'Inspire Together' with key responsibility for developing the Health and Wellbeing, Community and High Quality Physical Education strands. This role is fulltime and paid on LG band 9 (£36,371 - £39,571). Your contract will be with Crown Hills Community College and as such you will receive a number of further benefits. These include a dedicated office space, work laptop, work mobile phone, continual professional development, Health Shield Health Insurance, no emails at the weekend or after 8pm and during holidays, administrative support, 24 hours a day/365 days a year phone counselling service and a cycle to Work scheme.

The successful candidate will have oversight for the development of Health and Wellbeing, Community and High Quality and work within the senior leadership team of the Assistant Principal for Physical Education and Sport and manager for School Sport and Inclusion. You will develop important links to community programmes and the wider offer to engage young people in physical activity, and to develop an active habit for life. Building relationships with wider partners and consulting with young people, families and influential members of the community will be key to building sustainable links to support whole school health and wellbeing outcomes.

What we are building in 'Inspire Together' is truly unique; there is no blue print that we are following and we are one of the first in the country to have a vision so ambitious and all encompassing. Our aim is to go beyond school sports and have a positive impact on the young people in Leicester, their families and their communities.

To be successful, you will possess a proven record of providing opportunities and having an impact on health and wellbeing, developing physical activity in the community and understanding of what constitutes high quality physical education in schools. You should also be able to demonstrate a positive track record of leading others to achieve the same outcomes. How we lead is as important as the direction we are taking staff in. You need to have the emotional intelligence to deal with sensitive matters with clarity as well as trusting those around you to deliver and, when needed, have tough love conversations to improve delivery. We have 127 primary, secondary and special schools in Inspire Together and making strong professional relationships with a variety of groups of people in a dynamic environment is paramount, and a key part of the role.

Crown Hills Community College is an exhilarating and innovative school that produces exceptional progress for its learners and will make a significant contribution to the lives and opportunities of our families.

Over the past three years, the school has changed significantly not only in its performance but in the way it operates. We are not interested in the OFSTED grade or judgement and it is not something that we use to threaten staff with nor do we use it to set policy. We do what is best for the staff and the students underpinned by a set of clear values and we trust that everything else will take care of itself. I would therefore, urge you to visit us and to look at our website and the video about what it is that we stand for and why you would want to join us - <https://www.crownhills.com/join-us/>

I want us to be at the forefront of educational excellence because we want to provide the best educational experience possible for the children in our care. This is extremely difficult in a climate of ever-increasing accountability and diminishing resources.

However, I sincerely believe that if we lead this community by staying true to our values then it is possible.

I have therefore spent time with staff and exploring what it is we stand for and, after a school-wide consultation, we have decided that ASPIRATION, COMMITMENT and SUCCESS are the three key drivers that will support the development of our pupils.

Crown Hills is a founding school within the "Well Schools" movement and I sit on the board as well as being an advocate Head teacher for the YST. My approach and therefore our approach to leadership at CHCC is summarised in my podcast with the Youth Sport Trust. <https://www.buzzsprout.com/273805/9656144> you can expect to be led in this way too and if not have the license to challenge it.

We have a very defined way of leading at CHCC and you need to be able to lead in that way, please look at our well-being charter, which has a string focus on leadership and the way that leaders lead at CHCC.

If you would like to discuss the role, please contact the Assistant Principal Ian O'Flynn on io'flynn@crownhills.leicester.sch.uk We are looking for the role to start as soon as possible so that there is a sufficient handover with the current post holder.

We are very clear that the gender, background, colour, poverty, wealth or social status of a child should have no bearing on how well they perform and staff here work extremely hard in trying to close that gap between the different groups of pupils. Please read the attached job description and person specification. If you are interested in applying, please fill in the application form available on our website: www.crownhills.com. Please include e-mail addresses of all referees, and e-mail it to jamey@crownhills.leicester.sch.uk by 9am on Tuesday 5th July 2022.

As we have become clearer about the way we do things and why we do it, it is therefore important that you attend our information evening on Wednesday 8th of June or request a recording of what we are looking for and what we stand for in order to be shortlisted. Please contact Rachael Barnett by email rbarnett@crownhills.leicester.sch.uk to confirm your attendance or for a copy. I look forward to meeting you and receiving your application.

Please request a copy of the Information Evening recording from rbarnett@crownhills.leicester.sch.uk in order to be considered for shortlisting.

Deadline for applicants is to jamey@crownhills.leicester.sch.uk by Tuesday 5th July 2022 @ 9am.

Interview Date – Tuesday 12th July 2022

Yours sincerely,

A handwritten signature in black ink, appearing to read 'F Adam', with a long horizontal flourish underneath.

Mr F Adam
(Principal)

JOB DESCRIPTION

Job Title:	Health Wellbeing and Community Manager	11-16	Maintained
College:	Crown Hills Community College	Grade:	LG Band 9
Reports to:	Assistant Principal	Salary:	(£36,371 - £39,571)
Term:	Permanent Full-Time		
21 days* + 3 statutory days + bank holidays (*increasing to 26 days after 5 years)			
Leading on SSPAN strands of: Health & Wellbeing, Community Engagement and High Quality Physical Education.			

JOB PURPOSE SUMMARY

To contribute to the development of a strong effective Inspire Together team with an emphasis on promoting high quality physical education, physical activity, school sport and health & wellbeing for all young people, families and school staff in Leicester City. This is a strategic role for the development of Inspire Together, extending the values and principals of Crown Hills Community College across the wider community, within a caring and secure environment enriched with the THIRST values of Trust, Honesty, Integrity, Respect, Support and Tolerance.

OVERALL STRATEGIC RESPONSIBILITIES

- Work in partnership with the Assistant Principal, Inspire Together Governing Body, staff, students, families and other key stakeholders, in generating the ethos and values that underpin the college & Inspire Together .
- To do the same with outside agencies such as LRS, NGB's, professional clubs, Sport England, YST, AfPE, LA, Public Health.
- Support the college and Inspire Together's mission (via the college's THIRST principals) through your own outstanding professional conduct and high expectations of others.
- Provide outstanding strategic and operational leadership of all areas of responsibility.
- Provide outstanding advocacy and support across the wider network.
- Develop and implement an effective long-term strategy for all areas of responsibility, in collaboration with other key stakeholders in the network.
- Devise and implement short and medium term development plans for all areas of responsibility, with clear annual targets agreed with assistant principal and governance group.
- Develop systems and structures for the effective management and administration of all areas of responsibility.
- Performance manage Inspire Together team as required.
- Ensure the sustainability of the Inspire Together infrastructure by managing current budgets, sourcing and generating additional funds
- Ensure that the needs of all young people are central to all that is done.

LEADERSHIP

- Leads through the college values in every aspect of their leadership, and ensures that it is at the forefront of decision making.
- Has a clear understanding of emotional intelligence, is aware of their own emotions when leading and is able to remain calm under pressure taking their teams with them on the journey of becoming great.
- Develops own leadership qualities and undertakes appropriate CPD to enhance leadership within the teams that they lead.
- Encourages distributed leadership within the team, by appropriate delegation of tasks and strategies to others.
- Establishes clear roles within the team, and actively supports and monitors these to impact on the health and wellbeing of young people.
- Ensures all reports for Governors, SLT and key partners are on time and informative.
- Links with other networks of leaders to help develop practice and improve outcomes.
- To take lead in the development of the Inspire Together strands: Community Engagement, Health & Wellbeing, Professional Development and supporting High Quality PE.

INSPIRE TOGETHER MANAGEMENT

- a. Provide line management of, and strategically lead the Inspire Together team, achieving all targets .
- b. Support the Inspire Together staff to meet the outcomes of the Inspire Together and to compliment the overall strategic approach of Health, Wellbeing and community.
- c. Develop and manage an annual membership offer for all schools in the city, supporting their PE, school sport, physical activity, health and wellbeing provision.
- d. Provide strategic direction and guidance for Inspire Together. For example, making sense of the national picture along with national bodies - Sport England, YST, AFPE, diabetes centre etc. - CHCC are often a leading school on pilot initiatives.
- e. Financially check and challenge over sustainability of modelling/infrastructure and to ensure there is appropriate financial probity across the programme.
- f. To service the Inspire Together Governance Group, and support Public Health with local initiatives.
- g. Ensure that the network works closely with the PE Faculty at CHCC, and other member schools
- h. To lead and drive the High Quality PE message across partner /member schools.
- i. To prepare paperwork and documentation for the Inspire Together sub-committee and for full Governing Body as appropriate.
- j. With partners, build, maintain and develop positive and constructive strategic relationships to drive the development of the Inspire Together strands of Community, Health & Wellbeing, CPD and High Quality PE.
- k. Promote Inspire Together work through all media platforms.
- l. Team Development - Building staff talent- Attract, develop, and retain talented individuals; create a learning environment that ensures colleagues achieve their highest potential, allowing PE and school sport as a whole to meet future challenges.

RELATIONSHIP WITH OTHERS

- a. Be an excellent people manager that uses appropriate methods and interpersonal styles to strategically align, develop, motivate, and guide a team through continuous development toward successful outcomes and attainment of ambitious business objectives.
- b. Develop and maintain strong relationships with key partners such as Public Health, Leicester City Council, Association for PE, Youth Sport Trust, Sport England, Active Together etc.
- c. Participate in and deliver the Appraisal Cycle and INSET days as appropriate.
- d. Set appropriate and challenging targets for appraises, and provide the appropriate level of support, challenge and HR.
- e. Participate in the induction of new staff into the school community.
- f. Maintain good working relationships with colleagues, students, parents/carers, governors, the community and Local Authority and ensure all communication is consistent with the school's ethos.
- g. Lead with the THIRST values of the college at the core of everything that we do.

ACCOUNTABILITY

- a. To hold yourself and others accountable to the values and standards that the college, Inspire Together, and those in the profession are expected to uphold.
- b. Make best use of all resources to support the development and implementation of Inspire Together programmes for the benefit of young people and communities in Leicester City.
- c. Ensure that parents/carers and pupils/students are well informed about Inspire Together's role in supporting the health and wellbeing of young people and their families, influencing behavioural change for healthier, happier lifestyles.
- d. To take appropriate action when there is a concern with the performance of others.
- e. To accept challenge and support from line manager, colleagues, Inspire Together Governance and the college Governing Body.

OTHER RESPONSIBILITIES AS PART OF THE SENIOR LEADERSHIP TEAM

Subject to the duration of the need, the special conditions given below apply:

- a. Nature of the work may involve the post-holder carrying out work outside of normal working hrs.
- b. The post-holder may be required to attend, from time to time, training courses, conferences, seminars or other meetings as required by his/her own training needs and the needs of the service.
- c. Expenses will be paid in accordance with the Local Conditions of Service.
- d. This post is subject to a check being carried out at an Enhanced level by the Disclosure and Barring Service regarding any previous criminal record.
- e. Subject to review, the post will attract a Casual user car allowance.

PERSON SPECIFICATION

			Assessed by:	
No.	CATEGORIES	Essential/ Desirable	Application Form	Interview / Task
QUALIFICATIONS				
1.	Level 3 Qualification equivalent to A Levels	E	✓	
2.	Professional Project Management Qualification (e.g. PRINCE2/APM)	D	✓	
3.	Evidence of Continuous Professional Development	E	✓	
4.	Formal Management qualification	D	✓	
EXPERIENCE				
5.	Effective management of a high-achieving team.	E	✓	✓
6.	At least 3 years successful PE, Sport, Physical 6. Activity, Health and/or Community Development experience	E	✓	✓
7.	Experience in educational settings	D	✓	
8.	Successfully managing large scale PE, sport, physical activity, health or community programmes	E	✓	✓
9.	Supporting and mentoring staff and volunteers	E	✓	
10	Managing change successfully	E	✓	
11.	Effectively reporting and evidencing impact to key stakeholders/governance group	E	✓	✓
12.	Working with non-sport partners, e.g. public health, police, youth service, young offenders	D	✓	✓
13.	Innovation and creativity to engage whole school staff, children and young people, families and communities.	E	✓	✓

ABILITIES,SKILLS AND KNOWLEDGE

14.	Ability to develop and implement strategies to clearly communicate vision and outcomes	E	✓	✓
15.	Ability to coach and motivate professionals individually and in groups to achieve targets	D	✓	
16.	Proven ability to initiate and develop practices, analyse and use judgement to identify the best solution to a range of different problems and issues	E	✓	✓
17.	Ability to work with a range of external agencies and stakeholders to achieve common outcomes	E	✓	✓
18.	Is able to influence and negotiate both internally and with external partners at local, regional and national level.	E	✓	
19.	Ability to set and communicate clear targets and to track, manage, monitor and progress to achieve desired outcomes	E	✓	✓
20.	Ability to work autonomously, prioritise conflicting demands and thrive under pressure	E	✓	
21.	Knowledge of PE, Sport and Physical Activity National, regional and local plans/ policies	E	✓	✓
22.	Knowledge of the structures and workings of Active Partnerships, National Governing Bodies, YST, AfPE, Sport England, MATs, Schools & Colleges	E	✓	✓
23.	Awareness & understanding of the wider agenda issues as they relate to PE, sport and physical activity	E	✓	✓
24.	Sound working knowledge of Microsoft office i.e. Word, Excel, PowerPoint, Outlook 365, Teams etc.	E	✓	✓

PERSONAL QUALITIES

25.	Is a strong team player with good interpersonal skills	E	✓	✓
26.	Has excellent organisational, planning and communication skills.	E	✓	✓
27.	Highest levels of professional and personal integrity	E	✓	✓
28.	Commitment to working flexibly outside of school hours to achieve outstanding outcomes for young people	E	✓	
29.	Personal resilience, persistence and perseverance	E	✓	
30.	A strong commitment to inclusion and overcoming barriers to participation in physical activity and sport.	E	✓	✓
31.	Passionate belief in the school's aims and values	E	✓	✓
32.	Commitment to the pursuit of Continuous Professional Development by oneself and others.	E	✓	✓
33.	A sense of humour	E	✓	✓

Inspire Together

