



CANDIDATE PACK FOR MANAGING DIRECTOR OF EDUCATION



WELCOME

Thank you for your interest in becoming the next Managing Director, Education at CareTech. The Children's Education Division is a key part of the CareTech Group.

The CareTech Group was founded by brothers, Haroon and Farouq Sheikh, they opened the doors of their first care home in 1993, and since then they have held the same vision and values throughout as they have grown our business – to provide loving, supportive and enabling environment for those people who experience our services. Across the whole organisation, the Group works with a shared purpose to create extraordinary days, every day, for the people we are blessed to support.

Over the last 30 years CareTech has expanded across the UK and in our Education Division we currently have 44 schools and colleges across the country. Our schools and colleges offer a friendly, empowering and learner-centred environment, offering high quality education blended with therapeutic support to provide the very best opportunities for our young people to grow and thrive.

CareTech is an ambitious organisation, committed to high standards in everything we do. As the demand for specialist school provision is increasing for many families, children and young people in the UK, we are investing in our growing network of specialist schools and colleges to provide good and outstanding educational experiences and outcomes for all our young people, now and in the future.

Our next Managing Director of Education will lead the innovation and development of our education business, building on the excellent work our committed and passionate staff deliver to create consistently high-quality learning environments where individual personalities can grow and acquire new skills. An experienced leader, ideally within specialist education, you will have a business head and a social heart, with deep experience of providing high quality services in a regulated environment. You will also have the capacity to spot opportunities for innovation, collaboration, and growth.

We need someone who is a resilient and experienced leader of people, with the ability to engage, inspire and retain staff during an important time of transition. With roots in education, and possibly social care, you'll be used to leading organisations where consistent quality is delivered at scale and within tight margins. Collaborative and inclusive in your approach, you'll be a good communicator who is able to work effectively with dedicated professionals and manage change with sensitivity.

We look forward to welcoming the next Managing Director Education to the CareTech family. To identify an individual who shares this commitment to our vision and goals and who will bring business innovation skills and a fresh perspective whilst injecting their own brand of leadership. It's an exciting opportunity to lead growth and change in this established Education Division at the next phase of its development.

If this sounds of interest, and you bring the experience, skills, and drive to make things happen, we look forward to hearing from you.

Best wishes

Jeremy Wiles

Group Executive Director, Children's Services

ABOUT US

The CareTech Group delivers high quality, person-centred care and support to adults and young people with a range of complex needs. Our primary aim is to tailor our care to the individual requirements of each person and empower them to live their lives to the fullest possible potential in a safe, stable environment.

CareTech are collectively one of the UK's largest providers of children's services. Our Children's Division comprise of an Education, Residential and Fostering teams operating in England, Scotland and Wales.

We operate over 300 registered services, and support over 2,000 young people presenting with primary needs of autism, learning and physical disabilities, social emotional and mental health (SEMH), sexual exploitation, complex trauma, harmful sexual behaviour all with associated complex needs.

Currently our Education Division support young people in 44 Day and Residential Schools and Colleges in the portfolio: 38 in England, 3 in Scotland, and 3 in Wales. The schools operate variously under the ACAD, Branas, Cambian, Greenfields, ROC NW, , and Spark of Genius, brands.

The table below summarises the number and type of schools and colleges and total student capacity.

	Number of Schools and Colleges	Registered Capacity
Asperger Schools	5	190
Autism Schools	7	285
Further Education Specialist Colleges	4	190
SEMH Schools	16	447
Sexual Trauma Schools	10	194
Specialist MD Education Schools	2	45
All Schools	44	1351



OUR PURPOSE AND VALUES

We have a common set of five values that define us:

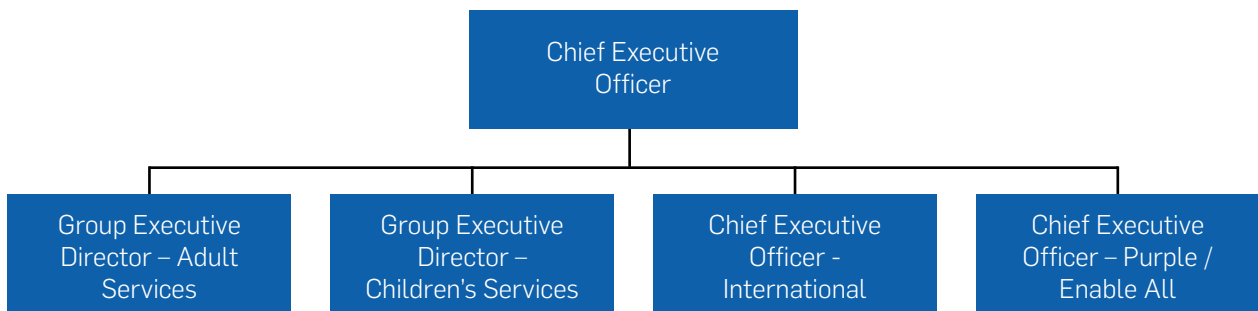
Friendly, Positive, Innovative, Empowering and Person-Centred.

We are proud to say that our staff wholly embody each of these qualities. The values are the spirit in which we do things around here, whether it is getting things right first time or making sure our behaviours towards each other are underpinned with a fun, fair, friendly approach.

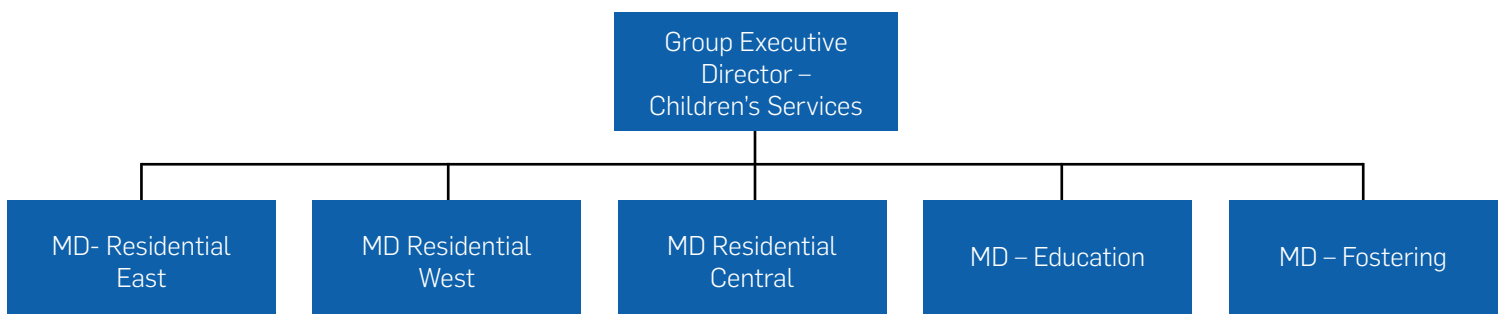
Our school values the creation of an ethos that is caring, supportive and collaborative, providing the foundation upon which personalities can grow and skills and abilities find full expression. We promote a culture which is high in expectation, enabling students to achieve their optimum potential. Partnership is the key to our success.

For further information on our Mission, Purpose and Values please click here : [Our Purpose and Values | CareTech \(caretech-uk.com\)](http://caretech-uk.com)

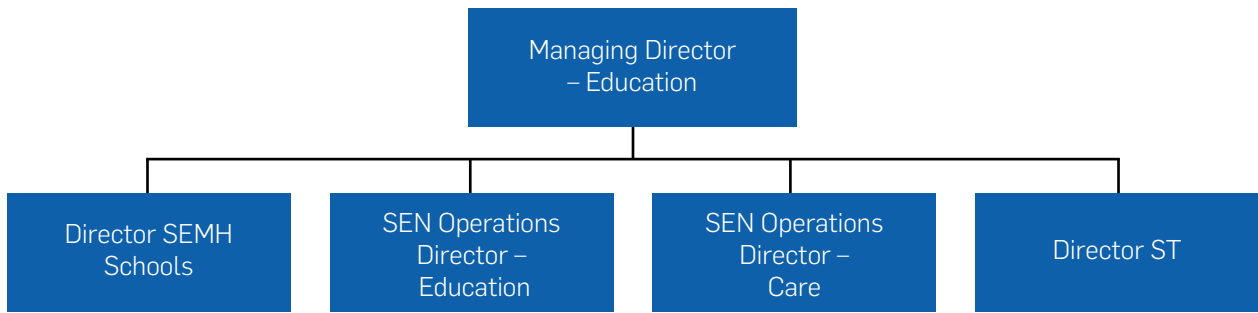
GROUP EXECUTIVE OPERATIONAL STRUCTURE



CHILDREN'S SERVICES OPERATIONAL STRUCTURE



CHILDREN'S SERVICES – EDUCATION



JOB DESCRIPTION

Job title: Managing Director, Education

Reports to: Group Executive Director, Children's Services

Direct reports: SEN Operations Director – Education
SEN Operations Director – Care
Director – SEMH Schools
Director – ST Schools

ROLE PURPOSE:

- To provide a clear and inspirational vision for the Education division.
- To effectively lead and manage delivery of quality education and care for children and young people within the schools and colleges across the CareTech Education portfolio.
- To ensure all schools and colleges provide the highest standard of education and care in a manner that promotes a culture of continuous improvement and strives to secure best outcomes for all young people in our services.
- To balance leading quality education and care with the achievement of commercial targets in order to lead a profitable, safe, and high performing education provision.
- To lead and facilitate effective collaborative working across all schools and colleges in the education division and ensure the sharing of best practice, through encouraging system leadership, of leaders in education and care including Regional Education and Care leads, Principals and Heads of Education and Care.
- To ensure the CareTech strategic vision and agreed policy priorities are implemented throughout the Education provision in a timely manner and to budget.
- To develop and sustain effective and productive relationships with Regional Education and Care Leads, Principals, Heads of Care and all external agencies (local authorities) and with other professional bodies and stakeholders.
- To ensure, along with Regional Education and Care Leads that all schools and colleges provide a good/outstanding quality of education and care consistent with the requirements of the Regulatory Standards and that each school/college is ready for external scrutiny by the regulator depending upon which part of the UK the schools are located.
- To ensure that company policy and procedures are adhered to and there are robust systems in place to monitor the administration, staffing and budgeting of care staff in each school/college within the portfolio.
- To ensure that each school/college is maintained to a high standard in line with Health and Safety and Safeguarding requirements so staff and young people can live and work in safe and comfortable environments.

MAIN RESPONSIBILITIES:

Governance and Strategy

- To recommend strategy and policy developments in the Education division to support quality and commercial effectiveness in service delivery.
- To develop, establish and maintain systems for effective education and care that support best-practice, risk appraisal and quality assurance that ensures high quality and valued education and care services delivering good outcomes for young people and local authorities.
- To liaise with the CareTech Policy and Performance Team and Regulation and Compliance Teams to collectively scrutinise and improve practice in care and to provide regular performance reports to the Board Monthly Divisional Reviews, and the Safeguarding Board.
- To ensure all schools/colleges are appropriately registered with the regulator.
- To ensure, through personal intervention, that all education and care is delivered in line with appropriate regulatory requirements.
- To lead as appropriate on termly Governance Meetings and undertake, regular reviews and quality assessment of all operational practice for Education and Care in the Education division.

Stakeholder Management

- To work with the Business Development Director to promote the Education division to local education authorities and support business development in this area.
- To lead and manage the Education SLT to jointly develop strategic and operational synergies which deliver quality and performance across the whole Education division portfolio.
- To be an active and effective member of the CareTech Children's Services Leadership Team, working with the Group Executive Director, Children's Services and other members of the Children's Services SLT on all corporate matters to support development and further growth and prosperity of the CareTech / Cambian children's portfolio.
- To prepare a bottom up annual budget and work closely with the Commercial Finance Director to ensure effective financial control within agreed budgets.

Leadership

- To support the Board, where required, including presenting appropriate information to enable the Board to make effective decisions.
- To work with the Resourcing, HR and Learning & Development teams to ensure that staff are recruited, trained, managed, appraised, and developed in accordance with internal policies and guidance and statutory procedures.
- To support the identification and delivery of potential Education division growth opportunities.
- To lead on supervisions and management of direct reports and role model this activity through Education division.
- To help ensure effective advice, assistance and support is available to all head teachers/principals in relation to Child Protection issues and other notifiable events, including all Safeguarding matters.
- To promote the company's equal opportunity and anti-discriminatory practice policies in relation to all staff and young people.

General Duties

- To comply at all times with the company's legal, contractual and regulatory requirements and responsibilities in relation to the above duties.
- To represent the company externally and to promote its work and values.
- To be aware of relevant policies, procedures, guidelines and legislation which are current and ensure that all establishments carry out duties accordingly.



PERSON SPECIFICATION

KNOWLEDGE AND EXPERIENCE

Essential

- Extensive experience of working in a senior role in education or care in the private or public sector.
- Experience of leading senior teams in social care/health.
- Experience of leading strategic development responsibilities.
- Experience of working to high quality standards on tight timescales requiring use of personal initiative
- Experience in shaping and managing a budget efficiently and profitably.
- Knowledge of Independent School and Colleges care registration standards.
- Knowledge of English/Scottish and Welsh regulatory inspection processes.
- Previous responsibility for business growth and development
- Experience leading in an education or care setting at strategic level.

SKILLS AND ABILITIES

Essential

- Lead and manage a complex people-based organisation.
- Establish and maintain high quality standards.
- Network effectively and work in partnership with corporate services within CareTech and externally e.g. Regulators and local authorities
- Work on own initiative to timescales.
- Utilise a repertoire of problem-solving skills and approaches to managing difficult situations, including balancing a number of potential conflicting needs in line with the corporate view.
- Ability to recognise and take advantage of opportunities to grow and develop the business of the company.
- Recommend and implement areas of best practice and corporate improvement.

STYLES AND BEHAVIOURS

Essential

- Develop and share 'deep vision' of good care practice plans with the ability to organise, direct, and support staff.
- Manage in a positive, calm and re-assuring manner with the ability to lead, engage, inspire, motivate and support staff at all levels, whilst seeking to gain 'buy in' from colleagues and staff

QUALIFICATIONS

Essential

- Appropriate Qualification in education and/or care.
- Management Diploma or equivalent.
- Enhanced DBS check.
- Current driving licence.

TERMS OF APPOINTMENT

SALARY

The salary is highly competitive with additional benefits as part of the overall package.

LOCATION

This role has national responsibility for all our schools and colleges.

Home based with travel as required.

HOW TO APPLY

We hope you will consider making an application. If you have questions about the appointment and would find it helpful to have an informal conversation, please contact Hannah Chapman at Hannah.Chapman@starfishsearch.com and we will be happy to arrange a call. To make an application, please go to <http://starfishsearch.com/jobs/caretech-mde/> and click on the apply now button, with the following prepared:

- Your CV (no more than three sides).
- A supporting statement (no more than two sides) that sets out why you think this role is the right move for you and how you meet the knowledge and experience criteria.

We would also be grateful if you would also complete the Equality and Diversity monitoring form on the online application process. This form is for monitoring purposes only and is not treated as part of your application.

Closing date: Friday 26th January 2024

Preliminary interviews: w/c 5th February 2024

Final Panel interviews: End of February 2024

