

Job Description

This is a description of the job as it is as present constituted. It may be necessary, from time to time, to update job descriptions to ensure that they relate to the job as then being performed. Therefore, management reserve the right to amend your job description, commensurate with your grade/level in the organisation, after consultation with you. Please note that depending on the experience of the successful candidate, cross college (EPNE) responsibilities may be allocated.

Post Title:	Campus Principal
Reports to:	Deputy Chief Executive
Responsible for:	Bede or City campus and outreach sites
Department:	Executive
Grade:	Vice Principal
Contract:	Full time, Permanent
Location:	Bede or City campus and any other location in EPNE as required.

ROLE SUMMARY

Senior leader responsible for ensuring growth and efficiency, and building reputation, particularly with parents, schools and academies, through the highest of standards and quality in all areas, including cultural excellence across the campus and associated outreach centres.

Leadership of cross group strategy as required.

KEY RESPONSIBILITIES

- Drive the highest of standards across campus estates (internal/ external grounds), IT resources, cafes, exams delivery, services provided to staff and students, student services and support, learning resources, residential safeguarding, receptions and security, health and safety, enrolment/ exams/ events and wider student, staff and visitor experiences (working very closely and regularly with relevant Group Vice Principals/Leaders).
- Lead robust delivery of strong budgets, campus contribution, positive market share trends, positive school application and enrolment trends, and provide strong strategic leadership of multiyear growth strategies with reversal of any income loss to competitors.
- Work with the Chief Executive on the development of multi year campus masterplan so that a funding bid is 'submission ready' when opportunities become available.
- With strong strategic insight into devolution priorities, work with the Chief Executive and wider ELT to shape a local place-based strategy, subsequently growing new provision (including internships, adult, rural distance learning, and HE), widening participation through targeted strategic outreach.

- Prioritise the strategic development, growth, dedicated space, and high-quality resourcing of level 4-6 higher education including HNC/Ds leading to the launch of a branded University Centre.
- Work closely with the Chief Executive and Deputy Chief Executive to grow T level provision diversifying new subject areas and income including ensuing contextualised engineering pathways.
- Lead to ensure all students across every curriculum area and in every week, experience exceptional standards in teaching, learning and assessment and wider student services.
- Specifically know data on students who are vulnerable (young carers, looked after etc), have high needs, those with English as a second language, or other at-risk categories and ensure no gaps in achievement and progress versus those without a specific need.
- As one of your greatest priorities, rapidly address issues of 'good only' teaching and learning; with this, transform cultural norms in remaining provision in less than outstanding areas, and eradicate any issues of multiyear underperformance and/or mediocrity.
- Work closely with the Deputy Chief Executive, and actively lead Sunderland College's Kirkley Hall campus and any associated provision within your remit of accountability, in 16-19 and 19+ to sustained overall Ofsted outstanding.
- Significantly enhance a well led and communicated "you said we did" approach leading impactful Campus Principal meetings with distinct groups including FE, HE, adults and off the job apprentices.
- Take pride in knowing through your leadership, campuses have a sector leading award-winning approach to student mental health.
- Oversee outstanding curriculum planning and the transformation of technical and academic curriculum at all levels; ensure a sustained focus on the provision of strong industry advisory boards to inform curriculum intent and implementation across all areas; deep dive into curriculum plans where leadership, vision and ambition are not exceptional and address with pace.
- Establish and lead on employer forum and stakeholder engagement activity.
- Significantly improve morning leadership welcome activities, behavioural and attendance strategies across the campus especially at busy periods, ensure students are suitably prepared for study and class (overcoming current challenges of outdoor wear indoors).
- Work closely with the Deputy Chief Executive, and actively lead Sunderland College's Bede or City campus and any associated provision in 16-19 and 19+ to sustained overall Ofsted outstanding.
- Ensure regular catch ups with Northumbria Police to ensure strong knowledge about local need and campus/student risk, and that this feeds into your leadership of the curriculum and wider campus.
- Lead to ensure workforce development plans are in place, singleton posts are mitigated, structures are fit for purpose, sickness absence is below previous year's performance,

active professional development and high performance is shaped through authentic conversations.

- Play a key role in the college groups executive leadership team, contribute actively to strategy development, deputise for the CEO, DCO as required and work closely with other Campus Principals, especially for Sunderland College.

GENERAL RESPONSIBILITIES

- Lead to ensure campuses are always connected to the wider group through strategy, policy, and process, and that leadership of the campus does not splinter from the group.
- Be contactable out of hours should the college campuses experience problems such as over holidays and weekends.
- Perform other tasks as may be necessary to ensure the continuing development of quality assurance and enhancement across EPNE, and to ensure the continuing development of systems and service.
- Perform other duties as reasonably correspond to the general character of the post and are commensurate with its level of responsibility either permanently or from time to time.
- Comply with College Policies and Procedures and the Staff Code of Conduct.
- Ensure all statutory obligations are fulfilled.
- Work at any of the College sites as required.
- Take appropriate responsibility for PREVENT and the safeguarding and promotion of the welfare of children and/or vulnerable adults.
- Maintain appropriate professional behaviours and attitudes.
- Uphold British Values, the college values and responsibilities regarding equality diversity and inclusion.
- Understand and adhere to college Health and Safety policies and guidelines ensuring compliance with statutory legislation.

BUDGET RESPONSIBILITY

- Accountable for prudent and robust management of all campus budgets across complex provision.
- The post holder is a budget holder under the College's accounting systems and is required to always observe and comply with the financial regulations of the College.

CONTINUING PROFESSIONAL DEVELOPMENT

- The post holder will proactively take part in the College's PDC (Professional Development Conversation) process and serve as a role model in both leading and attending training and continuous professional development events. They will be responsible for their own professional updating and the completion of all mandatory training.

Signed.....**Dated**.....