

Job Description: Lead Reviewer, QA Review

Who we are: Challenge Partners is an education charity, set up and led by schools, which brings schools together to collaborate to improve both individual schools and the education system as a whole. We are an inclusive organisation; we work with schools of all phases and Ofsted ratings.

How we do it: Each school in the network receives an annual peer Quality Assurance (QA) Review, and will in turn send senior leaders to participate in QA Reviews in other schools. The review is a whole school teaching and learning audit conducted collaboratively between the school and the review team.

The review is for the school's benefit and, just as importantly, also for the CPD of the visiting review team. The review is an opportunity for reviewers to learn, develop and analyse outside of their usual school environment. Members of our partnership highly value the QA Review and cite it as a key factor in their renewal.

Schools are reviewed once a year by a team of reviewers who are led by a Lead Reviewer. Reviewers are senior leaders from a variety of partner schools. Lead are experts in rigorous school evaluation and bring the leadership and coaching skills needed to get the best out of everyone on each review team, ensuring the process is developmental for host school and reviewers alike. Typically, our reviewers have experience of leading inspections or local authority reviews, though candidates with equivalent experience of robust evaluation of a wide range of schools are also encouraged to apply.

Reviews take place over 3 days and include the following activities:

- Pre-review analysis (PRA) where the review team analyses the school's assessment information
- Review activities including learning observations, work scrutiny, student interviews, meetings with senior leaders
- Accrediting an Area of Excellence
- Discussion and agreement between school and review team on content of the review report, including estimate grades

After a review, the Lead Reviewer writes a review report.

Our team: As a Lead Reviewer you will join a national team of over 45 education consultants who work as Lead Reviewers for Challenge Partners. You will meet as a team biannually to discuss updates, shape the development of the QA Review and share best practice. Additionally, you will be supported by the Challenge Partners central team, a small, friendly and efficient team responsible for managing the scheduling and development of the QA Review.

Key Responsibilities

- Facilitating a positive dialogue between the school and review team and encouraging an atmosphere of mutual trust and respect throughout the process
- Preparing for QA reviews by contacting schools and review teams
- Leading teams of current practitioners during QA Reviews in schools across our Network of Excellence
- Coaching reviewers during reviews and ensuring their professional development needs are met
- Quality assuring reviewers during reviews
- Writing review reports according to Challenge Partners' style
- Providing feedback to Challenge Partners after reviews
- Attending biannual Lead Reviewer training sessions

Person Specification

- An Ofsted or similar experienced school improvement professional who is able to demonstrate current significant experience in school improvement in English schools and experience leading teams reviewing schools. We also welcome candidates who are current senior leaders or headteachers in schools with the aforementioned school improvement experience/ experience of leading school reviews.
- Ability to clearly articulate what outstanding practice looks like in a school setting
- Ability to quickly gain confidence and trust as a leader of unfamiliar headteachers and Senior Leaders
- Experience in school improvement work and collaborative work with schools in a primary, secondary or special school setting
- Experience as a Senior Leader in a primary, secondary or special school setting
- Outstanding written and oral communication skills with experience of writing clear reports for schools to a high standard
- Experience of coaching and developing senior leaders
- Ability to facilitate meetings to bring together a range of opinions and evidence in order to agree conclusions
- Understanding of professional integrity and willingness to act as an ambassador for Challenge Partners
- A willingness to learn, give and receive feedback, and adapt to Challenge Partners' style
- Valid and clean enhanced DBS certificate
- Ability to commit to a minimum of 6 reviews per year (reviews run either Monday - Wednesday or Wednesday - Friday). If you are a serving senior leader or headteacher, the commitment is 3 reviews per year

Benefits of working with Challenge Partners

- Competitive remuneration
- Personal support from an efficient and friendly central QA Review team
- Weekly newsletters with updates and opportunities from the education sector
- Opportunities to work with outstanding schools and leaders across the country
- Discounted tickets to national education events
- Biannual training sessions
- A chance to make a real difference to educational outcomes and contribute to the development of Challenge Partners as an organisation

Application process

- Please send a cover letter and CV to Andrew.orourke@challengepartners.org outlining why you would like to work with Challenge Partners in particular and how your experience aligns with the role (please also specify the phases you would like to review)
- If successful you will be invited to the next stage of an interview and a set of online tasks to be completed at a time that works for you.
- Offer to start the induction process is dependent on submission of references and DBS check.
- We recruit and interview on a rolling basis so please submit your application as soon as possible.

Induction process

The aim of the induction process is to provide an opportunity for both Challenge Partners and the applicant to assess whether the role is the right fit and each of the following stages is essential:

- One day induction session with Challenge Partners central team and Head Reviewers

- One day attending a Lead Reviewer training session
- One day shadowing a current Head Reviewer at a QA Reviewer training session
- Shadowing a current Lead Reviewer for the duration of at least one full QA Review (as part of the development process, you may be asked to shadow an additional QA Review following the quality assurance of your first review)
- Having one of our Head Reviewers quality assure one of your first QA Reviews.

Challenge Partners and Equality

Challenge Partners aims to create the right conditions for all candidates. If you have a physical or mental impairment that has a substantial and long-term adverse effect on your ability to do normal daily activities as defined under the Equality Act 2010, and would like to disclose this information to ensure the appropriate adjustments are made, please let us know via email. Please be assured that any information you disclose will remain confidential, and will not have any bearing on the outcome of the recruitment process.