

BIG PICTURE LEARNING UK

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Provision Coordinator - BIG PICTURE
DONCASTER

JOB DESCRIPTION

JULY 2019

The logo for Big Picture Learning, featuring the text "BIG PICTURE LEARNING™" in white on a teal background, with a black horizontal bar below it.

BIG
PICTURE
LEARNING™

ABOUT BIG PICTURE

Big Picture Learning is an innovative learning model designed to combat disengagement and to inspire young people to follow their interests in learning.

Following a mantra of 'one student at a time' each student has a bespoke learning plan that is unique to them. After the age of 14, every young person spends two days a week in an 'interest-led internship' which places them alongside a mentor, learning in a real world setting which has meaning to them as individuals. Working with young people in small advisory groups, advisors (teachers) invest in building powerful, authentic relationships with each and every student. They support individuals to connect with their passion and make their learning relevant to the real world and, as a result, drive student engagement.

Through meaningful and challenging real-world placements, young people are encouraged and supported to experience success in learning, and re-establish the connection between the real world and the world of school. Sustained learning relationships, individual learning plans tailored to their needs, interests and passions make the curriculum relevant and engaging for the students.

Big Picture Learning UK is a new organisation established in 2018 to facilitate the introduction of Big Picture Learning to the UK. Incubated at the Innovation Unit and partly funded by through a social impact bond supported by the government Life Chances Fund, the charity now has its own delivery vehicle Big Picture Invest and an established in partnership with Doncaster Metropolitan Borough Council and the XP School Trust. The XP School Trust is executive lead for Big Picture Doncaster and will provide managerial and operational support to the school.



ABOUT BIG PICTURE DONCASTER

Big Picture Doncaster is a small 11-16 school, targeted at students who have been or are at risk of exclusion from mainstream schools.

The targeted provision for Year 19/20 has three strands:

1. Outreach programme for 16 students through a combination of alternative providers, personal and social development, and academic tutoring.
2. Provision for one advisory group as a pilot at the Bentley site, taught by 2-3 teacher advisors and supported by Big Picture Learning US
3. Partner work with other schools in Doncaster with a view to form the basis for further out research work, build a training offer or establish potential satellites.

The plan for September 2020 onwards will be informed by learning in the first year, but will likely involve a larger intake in the school itself, potentially a new site, strengthened partnerships and work in the community (to maximise impact and generate alternative income streams). In the longer term, it might also involve support to establishment of additional Big Picture Schools in other parts of the UK.

Big Picture Doncaster is not a special school for children with acute needs, but our students will have higher than average levels of need, and/or complex backgrounds. Doncaster refers many more young people into the behaviour system and to alternative provision than its statistical neighbours, and Big Picture Learning represents a real opportunity to transform outcomes for some of the most vulnerable and disengaged young people in Doncaster.

The school is driven by four key values: courage, compassion & kindness, respect, and self belief. The overarching goal is to establish these habits of work and learning: challenge yourself, take opportunities and build community.



OUR VALUES

Courage
Compassion & kindness
Respect
Self belief

One student at a time

ABOUT YOU

You have a passion for and affinity with the Big Picture Learning approach and school design and believe in the 'one student at a time' ethos.

With experience of differing types of school provision and a range of alternative learning models, you will be the day-to-day coordinator of the current group of Big Picture Doncaster students, reporting to the Principal.

You will display strong personal values which inspire and build supportive and trusting relationships with others. The values and ethos of Big Picture Learning strongly resonate with you and you fully believe in the need to design learning programmes that are centred around the students individual needs, talents and interests.

You will:

- Create an environment where students feel they belong, are cared for, and know that they are supported
- Establish a strong and shared school-wide culture of learning and a belief that everyone has the right and the potential to succeed
- Cultivate and support collegiate, collective and creative working norms based on teamwork and respect
- Support other members of the Big Picture Doncaster school to help sustain an advisory structure that has the power to transform lives - one child at a time
- Actively engage in meaningful partnership work with students, parents/carers, community contributors and mentors
- Spearhead the collective ambition of connecting all young people to their passions and building their self-esteem such that they are able to achieve their aspirations
- Place relationships at the core and maintain a rock solid commitment to developing and refocussing the ambitions of young people

You may be a qualified teacher, A SENCO, a safeguarding lead or a leader within your area of specialism such as a pastoral leader, head of year, inclusion officer or curriculum lead. You may work in Careers, advice and guidance, Post 16, alternative provision or have an abundance of experience in working with students in a youth work background or with trauma informed practices and counselling.. You may have experience or a desire to work with children and young people in one or more of the following circumstances;

Whatever your background, you must be fully inclusive, intrigued with the opportunities and life chances that this different type of education can provide and you must be up for the challenge of creating learning environments that are truly transformative, inclusive and inspiring.

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You will;

- Be responsible for the progress and outcomes of the 16 students and reporting their progress to the Principal of Big Picture Doncaster.
- Be the main point of contact for the 16 BPD students and their families.
- Be the main point of contact for the outside alternative providers and multi agency support services that are involved in their learning programmes.
- Ensure that each individual has a bespoke curriculum which is tailor made to meet and progress alongside their needs.
- Engage alternative providers in developing programmes that reflect students' interests and talents.
- Develop the student's programmes to ensure that progress in academic learning and personal, social and emotional development is clearly defined and integrated.
- Ensure that the required therapeutic provision is in place for the students individual needs and work collaboratively with other professionals.
- Set targets, monitor, track and review the students learning and progress at frequent intervals, ensuring that the pace and impact of their progress is suitable for their on-going needs.
- Communicate the students individual learning progress with the families and involve them in the setting of new programmes and learning activities.
- Feed in relevant learning or special educational needs plans into their personal learning plans and in accordance with statutory frameworks.
- Ensure the appropriate safeguarding protocols, risk assessments and safety plans are followed.
- Disseminate and share the students preferred strategies and learning needs to the providers and other professionals involved in their provision.
- Celebrate and promote the achievements and learning projects of the students by organising events and exhibitions.
- Prepare the students for the next stage of their career by incorporating careers advice and guidance and collaborating closely with a range of business mentors and employer partners.
- Monitor and record the attendance of the students and report this to the Principal
- Create and deliver reports to the Principal, CEO and local governance members as requested

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The role will require you to have excellent interpersonal skills in order to develop positive relationships with the students and the range of stakeholders involved. You will need to be resilient, creative and positive in outlook in order to inspire and motivate the students along their learning programme and to develop positive, trusting and supportive relationships.

There will be travel between the different providers and the BPD base which will largely involve off-site visits to the students and the providers. You will need to be able to manage your time well, prioritise tasks and meet challenging deadlines. It will require you to work flexibly throughout the day and between different sites and may involve remote working where applicable. The normal working hours will be from 8am to 4pm daily.

The role will require you to have good report writing and communication skills in order to develop, monitor and track their learning programmes and record this within their individual personal plans.

The role will require you to work independently and with confidence in order to solve daily problems and overcome barriers to engagement that the students may face.

You will report to the Principal of BPD and the XP senior leadership team who are supporting the school. You will know when to ask for their support and when to act independently within the experience and accountability of your role.

Further information on your role includes;

Deliver outreach programme to ensure provision for 16 students through a range of partner providers

This will involve:

- Refreshing learning plans for the 16 students who were part of the initial cohort in 18/19; establish partnerships with alternative providers;
- Co-produce personal and social curriculum for each of the students;
- Agree with provider partners appropriate personal and social development and academic tutoring in line with the learning plans;
- Provide continuous support and monitor progress and provide performance reporting to the Big Picture Learning Board, Executive leads from XP School Trust, Doncaster Council and other parties;
- Explore potential for re-integration of some students into Doncaster schools based on their individual progress and aspirations

PERSON SPECIFICATION

Education, Qualifications and Experience	Essential	Desirable
Experience of working with young people and families	x	
Experience of working successfully with disengaged students, including those with challenging behaviour or a behavioural need	x	
Experience of working within an educational/multi agency setting	x	
Experience of working with young people with complex and challenging family circumstances, who may have experience of care		
Good oral and written communication	x	
Recognition of the need for continuing development and training	x	
Experience of working with alternative educational providers	x	
A full UK driving license and ability to travel between provision	x	
Evidence of recent professional development relevant to the post.		x
Qualified Teacher Status		x
SENCo/DSL qualified		x
Experience of connecting learning provision to the 'outside' world through community projects		x
Experience of developing real world learning and career related programmes		x

PERSON SPECIFICATION

Knowledge, Skills & Abilities		
Ability to engage constructively with, and relate to, a wide range of young people, parents/carers, from different backgrounds	x	
Ability to relate to young people, within different age groups about attendance and behaviour issues	x	
Ability to develop and implement bespoke behaviour management programmes		x
Competent in the use of IT	x	
Understanding of the education system.	x	
Ability to assess and review young people and family circumstances and plan appropriate responses, drawing on in-school and external advice and expertise where necessary	x	
Ability to work effectively and network, with a wide range of support services, from both the public and private sectors, and an ability to draw upon a wide range of support, information, opportunities and guidance	x	
Ability to identify potential barriers to learning and jointly engage in strategies to overcome these barriers	x	
Ability to engage in joint goal setting with an individual student as part of the learning action planning process	x	
Ability to contribute to the monitoring of, and intervention in, cases of unauthorised absence and poor punctuality	x	
Excellent communication and interpersonal skills	x	
Able to quickly establish positive working relationships with students, staff, parents and a wide range of external providers	x	
Ability to handle difficult situations with sensitivity, confidentiality and discretion at all times, combined with a calm personality, a practical approach and sound judgement	x	
Ability to be a good role model to young people – demonstrate and promote positive values, attitudes and behaviour	x	
Ability to maintain a non-confrontational approach	x	
Planning and prioritising own workload and managing conflicting demands	x	
A commitment to Equal Opportunities	x	
Knowledge and understanding of safeguarding	x	

PERSON SPECIFICATION

Attributes		
Excellent record of attendance and punctuality	x	
Ability to work well in a team and develop positive, trusting and supportive relationships	x	
Commitment to raising achievement and improving the educational experiences of all students in line with the Big Picture Learning philosophy	x	
A sense of humour and a positive 'can do' attitude	x	
Resilience and motivated to achieve challenging targets	x	
Confident to work independently and solve problems and know when to ask for support and guidance	x	
Ability to think originally and creatively and overcome barriers	x	
Positive attitude	x	
Energy and enthusiasm	x	
Warmth and sensitivity	x	
Excellent rapport with students and families	x	
Commitment to the school and the students we serve	x	
Ability to work confidentially and with discretion	x	

ROLE DETAILS AND HOW TO APPLY

HOURS AND LOCATION

Full time position 37.5 hours per week minimum. Based in Bentley, at the Big Picture Doncaster School and across BPD provision

SALARY

Leadership 1-6 (£39,965 up to £45,213) dependent on experience and responsibility level. An SEN allowance of £2,149-£4,242 could be applied for qualified candidates.

A salary review upon successful end of 6-months probation period. You are entitled to take most school holidays as annual leave, although we expect you to work up to 15 days for planning and development. We provide pension contributions according to the Teachers' pension scheme.

REPORTS TO

Principal BPD and XP Trust Leadership team.

HOW TO APPLY

Applications should include:

1. Your CV including any breaks in service and an account of those
2. Two references including one from your most recent employer
3. A brief covering letter telling us why you have what it takes to be our Provision Coordinator

As we want to put programmes in place as soon as possible for these children, we have a short application process: The deadline for applications is 10th August 2019 and interviews will take place within the next week if possible. Please indicate dates you are available for interview during Aug 2019

Please submit applications to Gail Stonier by 9am Friday 10th August 2019. Any questions about the role, please contact Gail Stonier on gail@bigpicturedoncaster.org

As an organisation we are committed to safeguarding all young people in our settings. Enhanced criminal record and safeguarding checks will take place as part of our recruitment process, and appointments will be subject to satisfactory reference checks.