

Job Profile

Head of School Inclusion and Improvement Service

Grade: Reward Band 5

Date created: September, 2026

About the Job

As a member of the County Council's leadership team, within the Education Directorate, you will lead on the development and delivery of a range of services to schools and academies. Working with all partners across the local education system, you will play an active role in driving improvement in the quality of education and inclusive character of the local education system that all children and young people in the county receive, regardless of the school they attend. To achieve this the postholder will:

- lead the effective delivery of the County Council's school inclusion; school improvement, governance and specialist teaching and education psychology service offer, ensuring a high quality, joined up and effective offer that meets the developing needs of the school system.
- work with system leaders to strengthen the County Council's work with schools, SATs and MATs to drive inclusive practice across the local education system.
- provide strategic leadership and oversight of the Gloucestershire Music Service and Gloucestershire Healthy Living and Learning, ensuring both services make a strong contribution to improving outcomes for children and young people.

This is what we need you to do...

1. Provide inspirational and credible leadership, and proactively remove barriers to effective working across the organisation and across the local education system.
2. Communicate and influence by acting as a model of excellence for effective communication, developing and maintaining a strong customer focus culture.
3. Build relationships by promoting the Council and its policies positively through partnership and stakeholder working and through the external media and communications.
4. Realise school inclusion and improvement potential by ensuring that systems and policies are in place to create a culture of learning and sharing of knowledge across the organisation, its partners and the local education system.
7. Harness diversity by recognising the importance of fully understanding the diverse community of employees within the Council and also within the communities they service, developing and delivering services that recognise setting starting points and that diversity
8. Make effective decisions, taking in wider perspectives and looking longer-term to formulate strategies that guide the organisational vision, being skilled in political and stakeholder consultative and co-productive decision-making.
9. Achieve results by identifying the key areas of development required to achieve corporate, Children's Services and Education objectives and to resolve potential conflict.
10. Achieve results through effective performance management, ensuring everyone has clear performance standards, encouraging and rewarding excellent performance and tackling poor performance.

5. Provide clear vision, direction and innovation for relevant services and the wider organisation in order to shape current and future strategies for service delivery.
6. Champion and respond to the need for change by inspiring and developing an environment which thrives on challenge of the status quo and effectively leading change in direction and thinking

11. Managing resources by ensuring quality and value for money in delivering the Council's services.

Special Conditions

The post will involve working out of normal office hours at times,
The post involves travel throughout the County.

Monitoring and ongoing development of outcomes

As part of the annual appraisal, outcome-based targets will be developed in conjunction with the post holder and will supplement this job profile. The job profile will be subject to regular review, and the council reserves its right to amend or add to the accountabilities listed above.

The ideal candidate will have...

Experience

- Senior leadership experience in the education sector which has led to positive outcomes for children, young people and families
- Experience of effective working across organisational boundaries and use of influence within multi-agency settings which has led to improved outcomes for children, young people and families
- Experience of implementing strategies for service development which has led to quality improvement
- Experience of developing/leading changes in services and/or policies that have led to service improvements and wider local system impact
- Experience of managing high performing and creative teams and services and successful experience of managing the range of personnel issues
- Experience of substantial successful financial management
- Experience of effective partnership work with parents, children, young people and families settings and agencies to develop and improve service provision
- Experience of working within a political framework and briefing elected members

Knowledge, Skills and Understanding

- Wide knowledge and understanding of national reforms, national policies and the legislative frameworks affecting children, young people and families, and the wider local government and how these apply to local service developments
- Good knowledge and understanding of local needs and priorities of children, young people and families and how the organisation needs to respond
- Specific knowledge and experience of strategic and operational working in the area of accountability for the role
- Knowledge of Project/Programme management
- Negotiation skills
- Political sensitivity
- Ability to influence corporate strategies and plans

Behavioural attributes

- Demonstrates Gloucestershire Leader/Employee Behaviours.

Education & Qualifications: Essential

- Relevant management qualification or training
- Educated to degree level
- Relevant professional qualification in service to Children and Young People

There are also a number of generic requirements that are applicable to all employees within the Council. There can be found at the following link:
<http://staffnet.gloscc.gov.uk/index.cfm?articleid=8579>

The Head of Service responsibilities will include:

1. Lead school inclusion, improvement and system development

- Provide strategic leadership for School Inclusion and Improvement Services.
- Develop Gloucestershire's school inclusion and improvement operating model within a mixed governance education system.
- Strengthen mainstream inclusion in line with the SEND and Inclusion Local Area Partnership.
- Ensure improvement activity supports successful outcomes for children and young people across all sectors and phases.

2. Assure statutory responsibilities, performance and safeguarding

- Oversee the local authority's statutory and non-statutory responsibilities for school and college performance, governance, curriculum provision, curriculum design and assessment.
- Use data and intelligence to identify risk, share effective practice and secure timely support and challenge.
- Lead intervention where maintained schools are declining or at risk.
- Provide statutory safeguarding assurance oversight in line with the local authority's duties.

3. Strengthen partnerships across the education system

- Work with system leaders, including chief executives, executive headteachers, headteachers, governing bodies and trustees.
- Work with the Regional Improvement for Standards and Excellence team to support collective stewardship of performance across the local education system.
- Build strong relationships with schools, single academy trusts, multi-academy trusts and partners.
- Promote collaborative working, system generosity and alignment with national policy developments.

4. Develop high-quality services and staff

- Oversee the design, delivery and future development of the school improvement traded service, GLOSSI.
- Ensure GLOSSI responds to the needs of schools, trusts and the wider education system.
- Align the focus of Specialist Teaching and Education Psychology Services with wider SEND reform and inclusion activity, including the delivery of experts at hand policy reforms.
- Lead and manage service staff so teams are skilled, knowledgeable and effectively deployed.

5. Improve wider outcomes, enrichment, health and wellbeing

- Lead and coordinate cross-directorate and multi-agency work on school performance and outcomes, including disproportionality, educational disadvantage and inclusion.
- Provide strategic leadership and oversight of the Gloucestershire Music Service and Gloucestershire Healthy Living and Learning.
- Ensure both services contribute to improved outcomes, wider access to enrichment, wellbeing and health education opportunities.
- Support schools and settings to develop inclusive, healthy and creative learning environments.
- Provide regular briefings for senior local authority colleagues and elected members on statutory accountabilities and service performance.