

Head of Strategic Partnerships

Application Pack

Introduction

Mathematics Mastery and English Mastery are part of Ark – an international charity transforming lives through education. Ark consists of

- A network of 38 schools in the UK, educating around 26,000 pupils in areas where we can make the biggest difference
- Ark Ventures: set up to incubate, launch and scale initiatives that address some of the most intractable issues in education and society – in the UK and the around the world.

Mathematics Mastery and English Mastery are two of the initiatives that have been incubated through Ark Ventures and are now scaled outside the Ark schools network.

About Mathematics Mastery

Mathematics Mastery is a non-profit organisation, dedicated to transforming mathematics education in the UK.

Based on international evidence and practice, our school improvement programme aims to enhance students' enjoyment, resilience, understanding and attainment in mathematics.

Mathematics Mastery has a vision for all children to enjoy and succeed in maths, regardless of background. We believe high-quality, maths-focused professional development for teachers can make this happen.

About English Mastery

English Mastery is a non-profit organisation that exists to transform the way the subject of English is taught in UK schools.

We believe that all students should graduate from secondary school with the academic and cultural literacy required to be educationally mobile, whatever their background.

Our approach is based on four pedagogical pillars, each rooted in the latest cognitive and educational research.

Our mission

To transform education in the UK. We work in partnership to empower and equip schools to deliver world-class teaching.

Our values

Partnership: We collaborate – across our teams and with our schools – to learn from each other, increase our effectiveness and make the greatest collective difference.

Excellence: We strive to be the best in our field and are committed to producing high quality, evidence-based work.

Compassion: We care about one another, are mindful of wellbeing and show empathy. We encourage a positive and energetic working environment.

Growth-mindset: We are dynamic and focus on progress and continual improvement. We strongly believe in achievement for all.

Innovation: Our work is transformative and pioneering. We establish and promote new ideas; challenging the status-quo in order to bring about lasting change.

Purpose: We are dedicated to making a positive difference in mathematics education. We are passionate about mathematics and the role of teachers, and we have unity of purpose.

Job Description: Head of Strategic Partnerships

Reports to: COO

Direct reports: Strategic Partnerships Manager and Partnerships Administrator

Salary: circa £50,000

Start date: as soon as possible

Contract: Permanent, 37.5 hours per week

Location: London (Borough and Holborn)

To apply: Send your CV and cover letter to recruitment@mathematicsmastery.org

Purpose of role

This role works across both English Mastery and Mathematics Mastery. The focus is the strategic planning and management of our school partnerships and the associated structures and processes to support their implementation.

The role will cover business development: building relationships with Multi Academy Trusts and local authorities and identifying opportunities for collaboration with like-minded organisations.

The role holder will bring structure and rigour to the supporting processes and infrastructure working closely with partners and the English Mastery and Mathematics Mastery teams.

Scope of job

Mathematics Mastery works in partnership with over 500 schools and more than 5,000 teachers to deliver the Mathematics Mastery programme to 150,000+ pupils; English Mastery currently works with 60 partner schools and more than 400 teachers with over 10,000 pupils being taught English Mastery lessons. Both organisations have ambitious plans for growth.

The Head of Strategic Partnerships will lead the Partnerships team across the sales and account management functions to provide schools and teachers with an optimal experience.

The role holder will report to the Chief Operating Officer and work very closely with the other members of the Executive Committee.

Key Responsibilities

Strategic planning

- Working with the Executive Committee and the programme delivery teams, you will be responsible for drafting, gaining agreement to and overseeing the implementation of an overall school recruitment and retention strategy including:
 - creating a school recruitment and retention strategy
 - developing a detailed plan for partnership growth
 - ensuring there is an holistic approach to considering the needs of launch and partner schools, as well as all products / services offered by English Mastery and Mathematics Mastery.
- Using insight to improve the supporting processes.
- Planning and calculating the financial impact of the strategic plan and ensuring this meets with wider financial targets.
- Preparing management information and analysis for the Executive Committee to consider in relation to recruitment, retention, attrition and the overall experience of schools.

Business development

- Working with the Design and Development team, you will be responsible for:
 - market analysis to support product development
 - ensuring resources are available to support delivery.
- Researching opportunities for partnerships with Multi Academy Trusts, Teaching Schools, Maths Hubs and other strategic partners.
- Evaluating the proposals from adhoc partner organisations and managing the relationship with these organisations.

School relationships

- Overseeing the implementation of the school recruitment and retention plan, ensuring smooth and efficient supporting processes.
- Overseeing relationship with schools, ensuring there are mechanisms to obtain feedback and using insight to continuously improve the experience of partner schools.
- Overseeing the recruitment and onboarding of external development leads.

School training

- Working with the heads of the delivery teams, you will devise a training plan which aligns with recruitment plans and geographic distribution of schools.
- Overseeing the effective management and delivery of our training.
- Using insight to drive continuous improvement to the training planning and delivery.

Team leadership

- Lead, coach and manage the Partnerships team members to deliver a consistently high performance to meet defined goals and objectives.
- Oversee the Partnerships team budget and headcount and ensure expenditure is kept within plan and processed in line with policy and procedures.
- Support and contribute to English Mastery's and Mathematics Mastery's external profiles.

Cross functional working

- You will lead and contribute to cross team projects relevant to ensuring an optimum experience for schools joining the programme and renewing their partnership agreement.
- You will work closely with the Business Operations team to ensure that the IT systems and platforms support the school processes effectively.
- You will work with the Executive Committee on growth plans.
- You will work closely with the Head of Communications on the school communications plan and ongoing requirements.
- You will work with the Impact Manager on relevant research and insight projects.

General

- To identify and carry out any other duties which fall within the scope, spirit and purpose of the post as requested.

Person Specification

Attributes

- A confident, empathetic leader with a proven ability to influence cross functionally
- A self-starter who is driven to achieve the highest standards
- Ability to probe, challenge and question appropriately and strive for continual improvement
- A strong communicator who can persuade and influence others
- Demonstrates resilience, motivation and commitment
- Thrives in problem-solving, spotting challenges before they arise and proactively finding solutions
- Motivation to continually improve standards and achieve excellence
- Collaborative working style and strong team player
- Can apply effective operational understanding and implementation to strategic thought
- High aspirations and expectations of self and others
- Enjoys working in a fast-paced, ambitious organisation
- Personal values are aligned with those of English Mastery and Mathematics Mastery

Experience, knowledge and skills

- Strong commercial acumen and deep understanding of the competitor marketplace
- Good understanding of the UK education landscape
- Proven experience of successfully developing and implementing business development and/or sales initiatives
- Experienced in account management
- Strong leadership skills with a track record of building and leading successful teams
- Proven ability to develop strong relationships with colleagues, partners and prospects
- An understanding of project management disciplines and governance
- Excellent strategic planning and analysis capability
- Experience of devising and implementing process solutions
- Excellent written and verbal communication skills
- Excellent negotiating and influencing skills
- Good IT skills, with specific skill in using Microsoft office applications and cloud-based systems (e.g. Google Drive, Dropbox, Office365, etc)

Qualifications

- Qualified to degree level (preferred)
- Right to work in the UK

Other

- Passion to see education transform pupils' lives in the UK today

Training and professional development

We are committed to the professional development of all members of the team. As Mathematics Mastery and English Mastery are part of the Ark family, staff also benefit from the Ark training and professional development programmes. We encourage staff at all stages of their career to take advantage of opportunities across the network.

Other staff benefits

Alongside our continued focus on professional development, we also offer a variety of other benefits which help our employees plan their finances and look after their wellbeing.

- **Workplace Pension:** All new joiners will be assessed for auto-enrolment, and if eligible, Ark will make 11% employer contributions to a workplace pension.
- **Ark Rewards:** Employees can access a wide range of discounts and cashback from high street and online retailers.
- **Employee Assistance Programme:** A free and confidential advice service offering employees and their families access to a range of services including counselling, financial advice, and even childcare directories.
- **Interest Free Loans:** We offer employees up to £5,000 in interest free loans for season ticket or bicycle purchases
- **Childcare Vouchers:** All employees are eligible for tax free childcare vouchers as part of a salary sacrifice scheme

Safe recruitment procedure

We are committed to safeguarding and promoting the welfare of children and young people. In order to meet this responsibility, we follow a rigorous selection process to discourage and screen out unsuitable applicants.

Disclosure

We require all employees to undertake an enhanced DBS check. You are required, before appointment, to disclose any unspent conviction, cautions, reprimands or warnings under the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975. Non-disclosure may lead to termination of employment. However, disclosure of a criminal background will not necessarily debar you from employment; this will depend upon the nature of the offence(s) and when they occurred.