

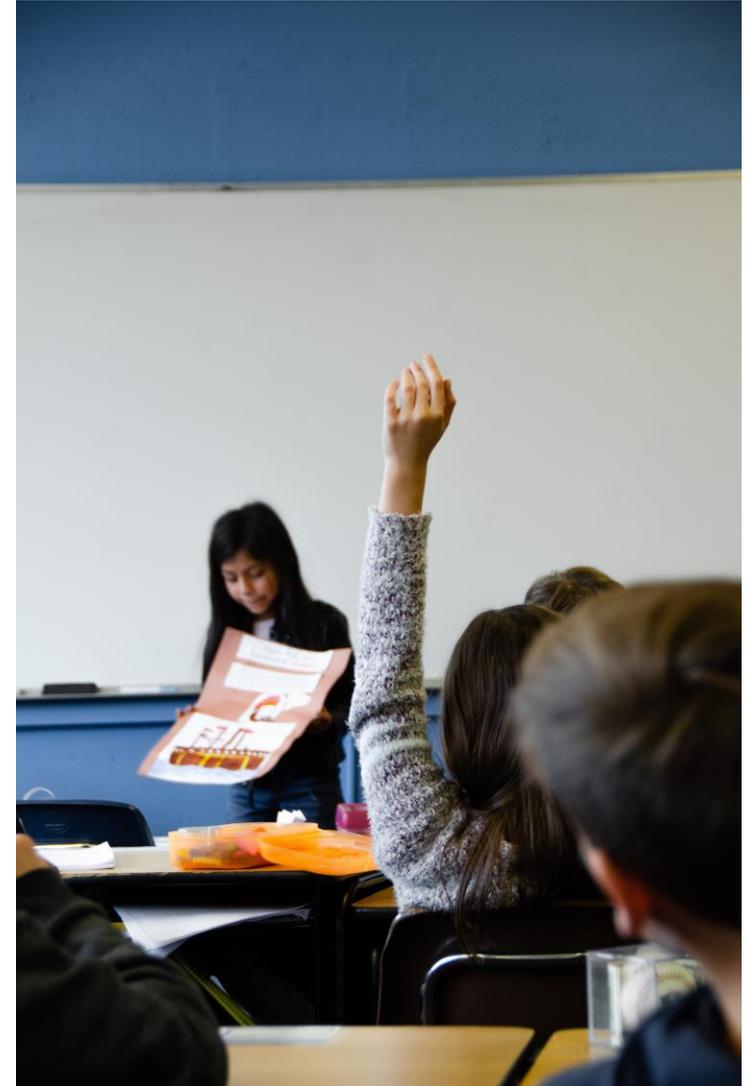


# Applicant Pack

**Head of Governance**

# About the role

- To lead and manage the LDBS Governance Service so that governance arrangements promote education that is consistent with the faith and practice of the Church of England.
- The Head of Governance is managed by the Deputy Director for Education.
- The Head of Governance manages the Governance and Admissions Coordinator.
- Hours: The role is part-time 0.6fte (three days per week).
- A full-time role may be available for a candidate who is able to take on additional responsibilities, bespoke governance reviews, advice and training to schools and academies through our traded service, Grow Education Partners.
- Salary: Grade PO5-PO6 £49,707 – £53,799 per annum full-time (£29,824 - £32,279 per annum 0.6fte).
- Place of work: The LDBS office at 36 Causton St, Pimlico and schools in the diocese.
- Benefits include generous pension scheme, 32 days' annual leave plus bank holidays.



# How to apply

- To apply, please complete the application form and send it, with an accompanying statement, to [hrservice@london.anglican.org](mailto:hrservice@london.anglican.org) to be received by 9am on Wednesday 22 February 2023.
- Your statement should be no longer than two sides of A4 long (Calibri 11) and, with reference to the job description and person specification, it should explain why you are applying for the role and why you are a strong candidate.
- Interviews will be held on Wednesday 1 March 2023.
- Applications are especially welcome from anyone with a Global Majority Heritage; the LDBS wants to address current under-representation.

For more information or to arrange an informal discussion please contact Terri Patterson, Head of People and Culture, [terri.patterson@london.anglican.org](mailto:terri.patterson@london.anglican.org)

Thank you for considering prayerfully whether you could join us.

# Introducing the LDBS

## Our schools serve 55,000 young Londoners

More than half

of pupils in our schools have a Global Majority Heritage. One third have a White Heritage.

They are from the Christian faith, other faith and no faith backgrounds.

Our schools are **inclusive:** they have more primary children with a recognised special education need and/or Education Health Care Plan (ECHP) than the London and national averages.

Our schools serve **deprived communities:**

there are more primary children registered for free school meals in our schools than the London and national averages.

## LDBS provides:

Training, advice and resources

for school leaders to support school improvement

HR support

for personnel matters

A comprehensive programme of

governor training

Data protection support

Many

community and Roman Catholic schools buy our school improvement and support services

We run a SCITT (School Centred Initial Teacher Training) which is rated

**outstanding**

by Ofsted

## Our schools transform futures:

Young people make more progress and attain

**higher standards**

in our secondary schools than the London and England averages

Primary children in our schools make

**more progress**

in reading than the London and national averages

More primary children

In our schools achieve the expected standards in reading, writing and maths than the London and national averages

# Introducing the LDBS

## We have been serving and supporting schools since 1836

There are

155

Church schools in the Diocese of London

133 primaries with 89 nursery classes, 4 all-through, 16 secondary, and 2 schools for children with SEND

## Our schools

include Voluntary Aided schools, Single and Multi-Academy Trusts and a Voluntary Controlled school

## School governors are the largest group of volunteers in the country

Foundation  
governors

are recruited from Churches across London.

We equip governing bodies and academy trustees to provide

high quality

governance.

Last year 400 governors and trustees attended 30

training

courses.

We are the

Corporate  
Member

for 15 Academy Trusts.

There are around

300

LDBS appointed Foundation governors and trustees serving on the boards of Church schools across London

We have a statutory duty to provide

advice

about Admissions Policies for Church schools.

“I have come in order that you might have life – life in all its fullness.”  
John 10:10



# 2021-24 Strategic Objectives

To take us towards our 2030  
Vision our objectives for 2021-24  
are to:

1. Provide a joined-up and comprehensive programme of training and support for all school leaders: being responsive to emerging needs so that schools are equipped to offer transformational futures, and children and adults flourish.
2. Clarify what it is for schools to be 'deeply Christian, serving the common good' to enable schools to be places which invite 'life in all its fullness' and to achieve excellent SIAMS outcomes.
3. Develop a blueprint for churches, schools and homes working together for mutual benefit, to be safe and racially just, and to keep children at the centre of all we do.
4. Apply the same standards to ourselves as we apply to our schools to make sure the LDBS continually develops as an organisation which is equipped to respond and adapt, and to support schools to do the same.



# Job description: Head of Governance



## 1. Governance

- To support LDBS in its statutory responsibilities e.g. agreement of Instruments of Government; consideration of Academy conversion proposals; liaison with LAs and the DfE over schools in a category or causing concern.
- To provide clear, up-to-date guidance to schools in relation to governance.
- To act as the named Corporate Member for some Church school Academy Trusts.
- To coordinate Members for Church school Academy Trusts.
- To support the work of LDBS advisers in relation to school governance.
- To represent the LDBS at relevant professional networks and training events and disseminate information to professional colleagues and schools as appropriate.

## 2. Training

- To oversee training for governors and trustees, including church school governance, school improvement and leadership and management issues, and admissions.
- To develop and promote models of good governance.
- To contribute to the development of individual boards through bespoke training and support, including governance reviews.

## 3. Recruitment

- To ensure effective recruitment and appointment of school governors, academy trustees, SACRE members, and charity trustees where LDBS is a Trustee.
- To communicate with Bishops, Deans, Deaneries, clergy and other stakeholders, and to represent LDBS at meetings to ensure sufficient candidates and to minimise vacancies.

## 4. Admissions

- To provide clear, up-to-date admissions advice and model policies for Church schools.
- To develop and maintain relationships with LA admissions managers.
- To attend LA admissions forums when appropriate.
- To attend diocesan network meetings of admissions managers.
- To oversee the checking of compliance, advice and LDBS response to consultations.

You may be asked to undertake any other duties and responsibilities commensurate with the post. Some flexibility will be required e.g. attending occasional evening meetings. We expect all staff to act as ambassador for the LDBS in line with our staff code of conduct, and to support actively our policies including safeguarding, equalities and health and safety.

# Person specification

## 1. Commitment

You will share our LDBS commitment to:

- Supporting and promoting our vision for every young Londoner to encounter the love of God in Christ.
- Education which is equitable and in which children and young people are safeguarded.
- Making a difference in education through good governance.
- Confidentiality and discretion when dealing with sensitive information.

## 2. Experience and knowledge

You will have the experience and knowledge to lead and manage the governance and admissions service. This is likely to include:

- Experience of working in school governance services for a Local Authority, Diocesan Board of Education, multi-academy trust, or other institution.
- Experience of supporting effective governance in Church of England Voluntary Aided schools and Academies.

- Up-to-date knowledge and understanding of legislation and regulation in relation to governance of Church of England Voluntary Aided schools and Academies.
- Understanding of education in a culturally diverse city.

## 3. Skills

You will have the skills to carry out the role, including:

- The ability to motivate and engage people to be advocates for school governance.
- The ability to process information from a variety of sources and to make it accessible to school governors and LDBS colleagues.
- The ability to communicate effectively with governors, clerks, school leaders and colleagues in writing and orally.
- The ability to understand and work within Church structures and practices.
- The emotional literacy to navigate sometimes complex relationships between school governors and school leaders.
- A problem-solving, can-do approach to improving school governance across the Diocese.



**London Diocesan Board for Schools**  
**[www.ldbs.co.uk](http://www.ldbs.co.uk) 020 7932 1100**

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