www.southlanarkshire.gov.uk

SOUTH LANARKSHIRE COUNCIL

Are you ready to improve the lives and prospects of everyone in South Lanarkshire?

Head of Education (Learning Estate and School Support)

Job ref: EDUC 5936

£120,042 - £124,823

Recruitment pack



About us

South Lanarkshire is the fifth largest council in Scotland, as well as being one of its most diverse. Home to a population of around 334,030 and covering 180,000 hectares stretching from Glasgow to the Borders, South Lanarkshire thrives upon a mix of urban and rural communities.

Our Council Plan, Connect seeks to support all who live and work here – from the youngest to the oldest – through 6 key outcomes. It also outlines our vision and priorities to improve, sustain and enhance what matters most to them. Education, housing, sustainability, economic development, tackling deprivation and poverty, and looking after our most vulnerable, are top of the list.

This vision also strives to make South Lanarkshire one of the strongest and most dynamic economies in Scotland, where businesses, communities and residents can prosper and achieve their full potential.

Despite the pressures facing local government today, we continue to commit to significant capital investment in our school estate, social housing, roads and care for the elderly.

As a key partner in the Glasgow City Region City Deal, a £1.13 billion initiative focused on investing in infrastructure and economic development assets, we are committed to supporting and developing our business base and key sectors.

With the advent of the South Lanarkshire Health and Social Care Partnership, the council has taken the opportunity to develop new strategic approaches to our care for the elderly, working with our health partners to provide the support this and future generations will need.

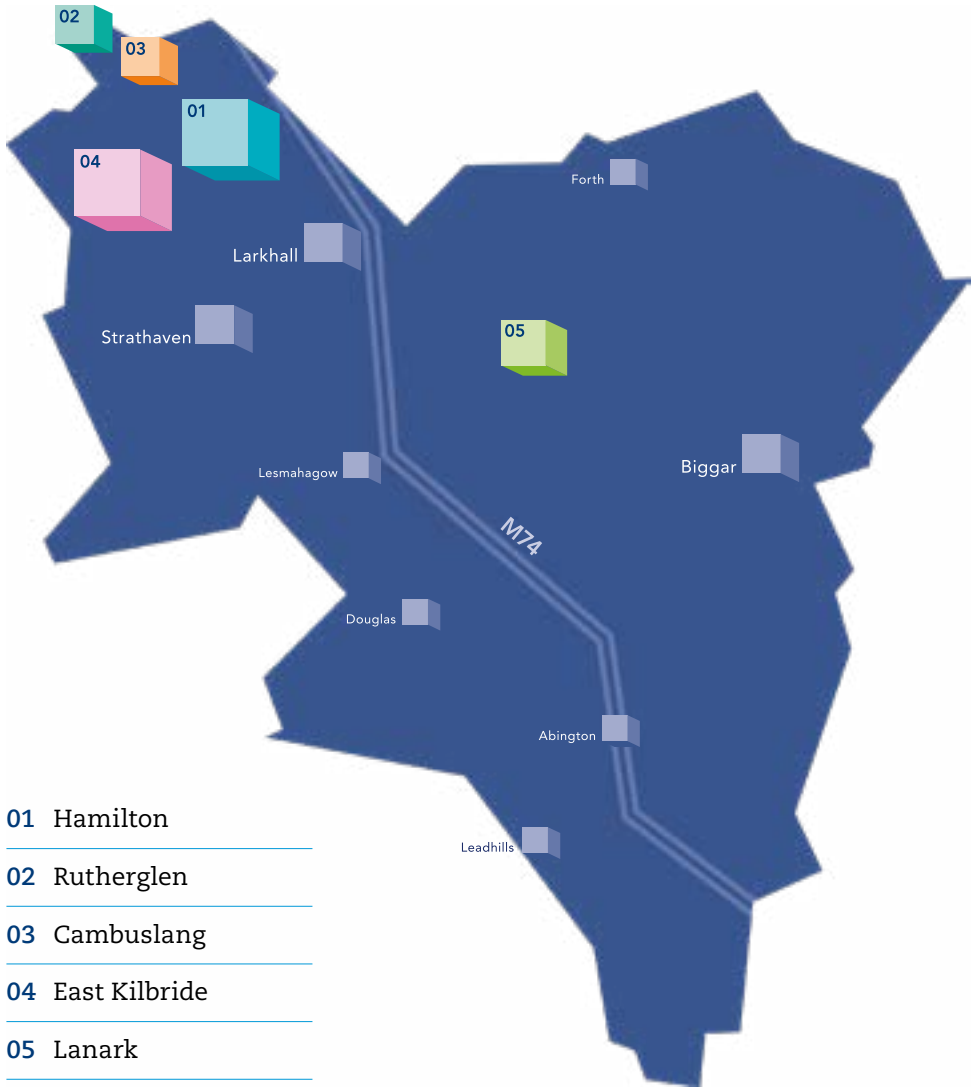
South Lanarkshire is also a listening council. Our membership of the Community Planning Partnership allows us to engage across the spectrum of services and those who use them.

Here in South Lanarkshire citizens enjoy an excellent quality of life. Green spaces, cultural opportunities, enviable transport links and affordable housing make this an attractive place to live, work and bring up family.

The foundations have been solidly laid to enable us to continue to promote South Lanarkshire on a local, national and international stage, whilst ensuring our people can, and will, prosper.



About the area



01 Hamilton

02 Rutherglen

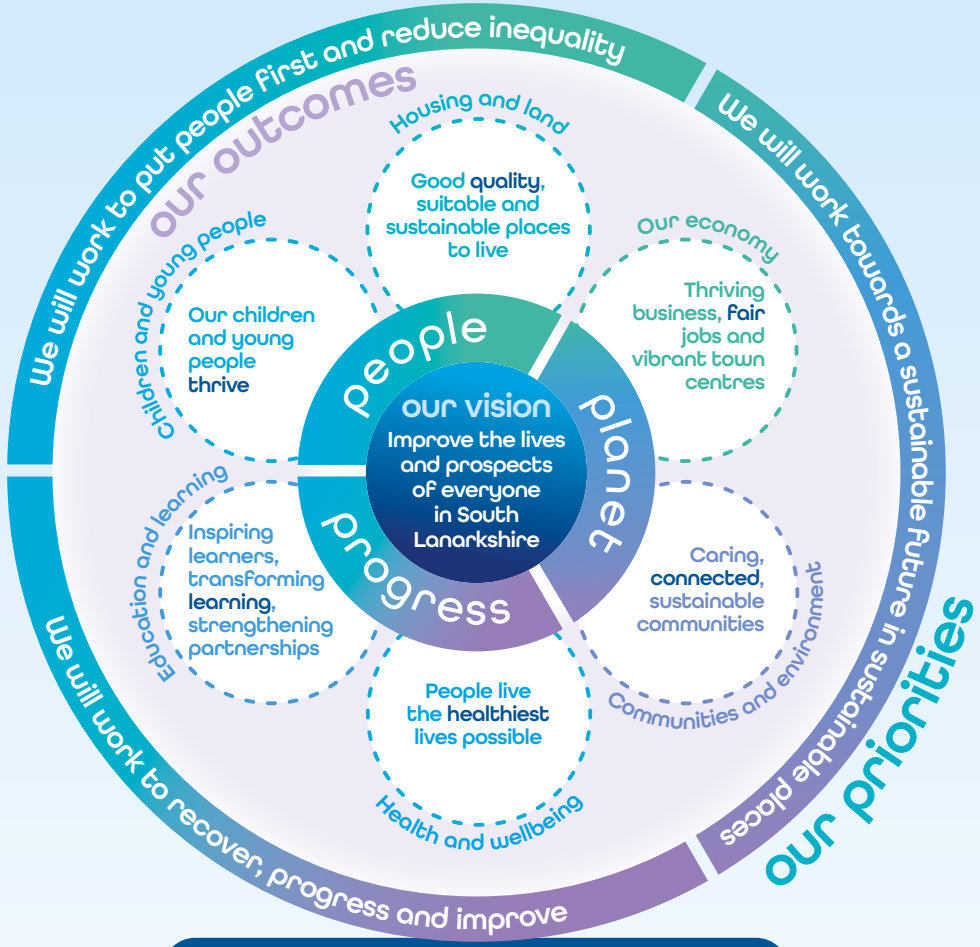
03 Cambuslang

04 East Kilbride

05 Lanark

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Our vision



our values

Focused on people and their needs
Working with and respecting others
Accountable, effective, efficient and transparent
Ambitious, self-aware and improving
Fair, open and sustainable
Excellent employer

About the service

South Lanarkshire is one of the Scotland's biggest and most progressive local authorities. It is an ambitious, high-performing organisation with a clear vision to improve the lives and prospects of everyone in South Lanarkshire.

There are over 55,000 young people attending nursery, primary, secondary and additional support needs schools in South Lanarkshire. This includes 124 primary schools one of which provides Gaelic medium education, 17 secondary schools one of which provides Gaelic medium education, seven additional support needs schools and 23 supported provision bases in the South Lanarkshire area. Pre-school education is provided in 85 Early Years establishments, along with our partnership agreements with external providers: facilities include 65 nursery classes in schools, 20 community nurseries and partnerships with 106 external providers.

The council has invested in a completely new school estate over the past few decades, which is widely recognised as one of the best in the United Kingdom and beyond.

Our schools and establishments nurture ambition and aspirations, improve attainment and achievement and create and widen opportunities for all children and young people. Creative and inspirational learning and teaching takes place across our establishments and services every day.

South Lanarkshire Council's priorities for education have been influenced and shaped following extensive consultation and engagement with stakeholders, including the views of children and young people.

Our values, purpose and priorities are the building blocks for the Education Resources Plan, as well as our service plans and school improvement plans. This enables everyone within the Education Service to have a shared and clear purpose in efforts to achieve better outcomes for children, young people and families.



Education Resources Priorities

Our Purpose

Improving outcomes for every learner in South Lanarkshire – through high quality learning, inclusive practice and strong leadership.

Our Strategic Priorities

Curriculum and Pathways (3–18)

A coherent, relevant curriculum that builds skills, supports wellbeing and opens pathways for all learners.

Wellbeing, Inclusion and Equity

Right support, at the right time, for every child, young person and family.

Learning, Teaching and Assessment

High quality learning and teaching in every classroom, every day.

Self-Improving System

Strong leadership, effective self evaluation and joined up support across our 3–18 system.

How we will work

- Put children's rights, wellbeing and equity first
- Use evidence, data and professional judgement well
- Learn together and improve through collaboration
- Strengthen leadership at every level
- Work as one connected 3–18 service



Head of Education

Are you ready to help improve the lives and prospects of everyone in South Lanarkshire?

South Lanarkshire Council is an ambitious, top performing organisation with a clear vision, shared by both members and officers, to work together to improve the quality of life for everyone in South Lanarkshire.

We are looking for a high-performing, dynamic, ambitious and people-centred individual to lead our work.This is a demanding but rewarding role with plenty of scope to make an impact and advance your achievements. In return we can promise you excellent terms and conditions as well as a positive culture built on teamwork and ambition.

You will be a key member of the Education Management Team providing operational management and strategic direction.

As a Head of Education within Education Resources, you will have responsibility for leading, directing and managing the planning, allocation and governance of our learning estate and school support.

You will contribute to the wider management of the service through close working with the Executive Director, Heads of Service and a wide range of partner organisations to ensure a coordinated approach to the delivery of a range of policies, initiatives and resource requirements through:

- Developing, implementing and evaluating policies and procedures that contribute to school support Services and learning estate.
- Developing and implementing policies and procedures that contribute to securing inclusive environments and support for children and young people across South Lanarkshire.
- Developing our approach to excellence and equity including the strategy around SEF and PEF monies and the National drive to "close the poverty-related attainment gap".
- Leading the work of the Support Services and Learning Estate services including working in partnership with other Council Resources, our secondary school external providers and a range of other internal and external stakeholders.
- Leading and ensuring effective delivery of processes that support a wide range of education functions including workforce planning, school enrolment, placing requests, digital strategy, data strategy, sustainability and school transport.
- Leading, developing and maintaining appropriate processes and procedures in respect of risk management, health and safety, complaints, FOIs and data capture.

In addition, you will be required to drive through substantial efficiencies, demonstrating value for money and continually reviewing business activities.

You must be able to analyse and understand performance information and translate this into the effective deployment of resources in order to achieve the highest levels of service delivery and customer satisfaction.

You will demonstrate experience and understanding of the key challenges facing education, as well as being an expert in your field. You will have a track record of leading people and managing resources to support complex organisations. You will have a good understanding of corporate and service delivery and experience of managing resources such as faculties, staff and estates.

Given the challenges ahead we will require a high performing individual who will be flexible and adaptable and will be able to create and maintain strategic partnerships and engage fully with employees and service users.

For an informal enquiry about the role please contact Lyndsay McRoberts, Executive Director on 01698 454379.

Indicative dates:

Assessment centre: w/c 4 January 2027
Interview date: w/c 25 January 2027

Behaviours framework

The council's behaviour framework is a set of core behaviours that defines how employees approach work to enable the delivery of key tasks for the role. The expected behaviours for this role are:

Efficient

- Drives service improvement and innovation by communicating vision and a sense of purpose across area of responsibility.
- Achieves efficiency savings taking account of council objectives and workforce planning requirements whilst improving outcomes for the communities of South Lanarkshire Council.
- Develop services which have a positive impact on the physical environment of South Lanarkshire Council ensuring sustainability of resources.
- Adopt a non bureaucratic approach to service delivery and encourage others to seek simple solutions to achieve objectives.
- Adopt a project management approach when reviewing services and delivering change.

Flexible

- Plans for the variability of service demand and resource availability ensuring the system has the resilience and capacity to cope with uncertainty.
- Leads creative approaches in designing services and developing new ways of working which achieve efficiency and improvement.
- Views and presents change as an opportunity to modernise and 'future proof' services.
- Drives change by persuading and influencing others.
- Understands the impact on change on others and becomes a focal point of support and guidance in times of uncertainty.
- Takes responsibility for change and coaches other to do the same.
- Communicates facts to dispel rumours.

Performing

- Focus on strategic long term outcomes, anticipate changes in working practices and effectively manage transitions.
- Works to achieve and vision of customer focus, improvement and excellence within the council, as well as with partners and other stakeholders.
- Gives teams defined structures and clear direction, enabling a strong sense of ownership and personal responsibility for the delivery of outcomes and objectives.
- Health, safety and wellbeing are at the heart of approach and ensure that these principles are understood in the application of your strategic responsibilities.

Working with others

- Spends time building relationships with partners.
- Facilitates elected member involvement and consults with representative groups when formulating strategies.
- Inspires a 'one team' culture.
- Builds networks, locally regionally and nationally to help provide support and expertise by shaping and driving forward agendas and addressing concerns.
- Role models inclusive leadership; respecting colleagues, partners and customers and treating people according to their needs.
- Engages with communities, internal and external partners ensuring the full range of views are taken into account.
- Understands the importance of communication, evaluates its effectiveness and takes steps to improve; leading and encouraging open communication at all levels in the organisation.
- Understand respectful challenge and makes own case whilst recognising the concerns of others.

Leading

- Visible and accessible to employees within your service/area of responsibility.
- Role model for inspirational leadership.
- Builds commitment and engagement to improve team cohesion and outputs.
- Demonstrates sensitivity and good judgement in decision making and relationships.
- Is able to take difficult decisions in complex and challenging situations for the best interests of the service and the council.
- Evaluates resources, options and consequences in decision making.
- Communicates positive messages about the organisation, acting in its best interests and being an ambassador for South Lanarkshire Council.
- Understands the power and authority that comes with the senior manager role and adapts behaviour to ensure interactions with others are positive and empowering.
- Coaches and mentors others and has continuous learning and development as a key priority for the service.

Position requirements

Education, Qualification and Training

Essential

Educated to relevant degree standard and professional qualification or equivalent relevant experience.

Skills, knowledge, experience

Essential

- Significant experience at Senior Management level within local government, education or another complex public sector environment
- Ability to deliver organisational goals, demonstrate leadership, inspire and influence and build successful partnerships.
- Detailed knowledge of relevant statutory procedures, regulations, policies and influences in relation to education.
- Ability to build effective relationships with internal and external stakeholders.
- A high degree of political awareness and knowledge of the pressures and opportunities within the Local Government setting
- Ability to work collaboratively within a multi-disciplined environment to drive forward a culture of teamwork, accountability and success

Desirable

- Direct experience of leading an education focussed service
- Experience of learning estate planning and asset management principles
- Management experience of key processes including risk management, resilience and health and safety.
- Involvement in National groups or workstreams
- Experience of policy development and corporate reporting

Personal Qualities

- Strong personal commitment to improving education and the life chances of children and young people
- A genuine commitment to behaving with honesty and openness, treating people consistently, fairly and with respect
- To be persistent, tenacious, highly motivated and not easily discouraged
- Inclusive and supportive team player
- To work in a flexible, adaptable manner and to always act with discretion and tact

Other

- This post has been politically restricted in terms of the Local Government and Housing Act 1989.
- This post is subject to the Protection of Vulnerable Groups (Scotland) Act 2007.

Recruitment checks

As part of our commitment to good practice, statutory compliance and safer recruitment, we carry out essential pre-employment checks relevant to the role.

These checks may include confirmation of identity and right to work status; PVG membership and Disclosure Scotland checks; proof of qualifications, professional registration/ membership checks; foreign police check (if you have lived abroad for over 3 months in the last 10 years), employment history including gaps in employment, and employment reference checks.

To support an efficient recruitment process, candidates are asked to provide any requested information or documentation as soon as possible.

Equal opportunities and inclusion statement

The council is committed to fostering equality, diversity and inclusion in its workforce. Therefore, we welcome applications from all sectors of the community, including under-represented groups within our workforce.

We are keen to receive applications from candidates who have a disability, who are from a care experienced background, who are from a black, asian or minority ethnic background, from a military service background and from those who are new Scots.

As a Disability Confident employer, we guarantee an interview to all disabled applicants who meet the essential criteria as outlined in the job profile for this position.

As proud holders of the UK Armed Forces Covenant Gold Award, the Council is committed to supporting members of the armed forces community, including service leavers, veterans, reservists and their families. In line with this commitment, service leavers, their close family members, veterans and reservists will be guaranteed an interview if they meet the essential criteria as outlined in the job profile.



All applications for this post are online

Please note that all correspondence will be via the email address you provide; it is therefore recommended that candidates check their inbox, junk and spam folders regularly so that vital communication is not missed.

Further information

You can find more detailed information about the council, its priorities and its policies by following these links:

South Lanarkshire Council website

- Council departments
- Council performance
- Connect – council plan
- Plans and policies
- South Lanarkshire councillors and committees

South Lanarkshire View

South Lanarkshire Leisure and Culture

South Lanarkshire University Health and Social Care Partnership

South Lanarkshire Community Planning Partnership



If you need this information in another language or format, please contact us to discuss how we can best meet your needs.

Phone: 0303 123 1015
Email: equalities@southlanarkshire.gov.uk

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