



## **Vacancy for Head of Operations and Training**

<b>Job title:</b>	Head of Operations and Training
<b>Accountable to:</b>	Executive Director
<b>Job purpose:</b>	Responsible for the successful leadership of operational aspects of the organisation including training and professional development opportunities
<b>Hours:</b>	0.6 (negotiable)
<b>Pay scale:</b>	Leadership Scale L5 - 10 (England and Wales excluding London) FTE (dependent on experience)
<b>Location:</b>	Flexible (predominantly working from home) but with the ability and willingness to travel
<b>Start date:</b>	As soon as possible

NASBTT (The National Association for School-Based Teacher Trainers) is a small but rapidly expanding charity committed to promoting high-quality schools-led programmes of training, education and professional development of teachers.

We are seeking an enthusiastic, flexible and experienced Head of Operations and Training to join our small, friendly team.

The successful candidate will be able to demonstrate excellent knowledge and understanding of the ITT sector in order to support our membership. They will also demonstrate a passion and aptitude for planning programmes of training and development, facilitating high quality CPD opportunities and leading and managing others. They will have a strong track record in leadership and management in order to support us in the development of our vision and strategy.

Our organisation is going through a period of growth and development with several new key projects in the pipeline. The successful candidate will, therefore, also have an interest in project management and will be able to demonstrate an aptitude for this area of our business.

This role would suit an experienced candidate who is looking for flexibility and independence in their role. They will be an integral part of the strategic direction of the organisation and should, therefore, be able to think 'big picture' whilst also having an eye for detail.

The role is initially set at 0.6 but there is room for some negotiation for the right candidate. Working days and hours can be arranged flexibly to suit both parties. Predominantly, you will be expected to work remotely but the successful candidate must have the ability and willingness to travel extensively within the South East of England, and further afield on a regular basis.

For more information, including a full job description and person specification, please contact [Alison Hobson](#).

<b>Closing date:</b>	Friday, 14 <sup>th</sup> June 2019 at 5.00p.m.
<b>Interview round 1:</b>	Monday, 1 <sup>st</sup> July 2019 (London)
<b>Interview round 2:</b>	Thursday, 11 <sup>th</sup> July 2019 (Central London)

*The National Association of School-Based Teacher Trainers is committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment.*