

Job Description and Person Specification

JOB DESCRIPTION

Job Title: Opportunity Area SEND Reviewer

Office: Fenland and East Cambridgeshire Opportunity Area

Directorate: Education

Reports to: Tiffany Middleton

Location: Shire Hall but with expectation of travel in Fenland and East Cambridgeshire

Hours: Full or part time to January 2020

Salary: Funding would be provided to the appointed individual's existing employer to cover the time spent in the Opportunity Area SEND Reviewer role

Job Purpose:

- To improve outcomes for children with Special Educational Needs and Disabilities in Fenland and East Cambridgeshire
- To act as an expert advisor to schools in Fenland and East Cambridgeshire
- To coordinate supportive SEND activity for school clusters

Principal Accountabilities

- To support the design of a peer to peer review system and implement this with school clusters
- To visit schools and understand their priorities, strengths and areas for development
- To work with schools, other areas of Cambridgeshire County Council and external organisations to develop stronger networks
- To lead school review meetings
- To work with schools to improve their practice
- To signpost to good practice and advice
- To provide feedback to the Opportunity Area Working Group via the Regional Lead

PERSON SPECIFICATION

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Education, qualifications and training**Essential:**

- Level 4 SEND Qualification
- Experience within an educational establishment

Desirable:

- Further professional development in SEND and additional needs

Knowledge and Experience**Essential:**

- Experience of working in a primary, secondary or special school
- Good knowledge of current best practice and research in SEND
- Experience of working with children and parents

Desirable:

- Experience of supporting teachers and SENCOs to improve their practice
- Experience of delivering training
- Experience of presenting reports

Skills and attributes**Essential:**

- Ability to quickly develop credibility with experienced teachers and leaders
- Ability to engage with hard-to-reach parents and communities
- Ability to work proactively
- Ability to adapt to the specific nature of each school
- Ability to travel across the Fenland and East Cambridgeshire Opportunity Area, including rural areas

Desirable:

- Familiarity with Fenland and East Cambridgeshire