



ST TERESA
of **CALCUTTA**
Catholic Academy Trust



DIOCESE OF SALFORD

Regional Performance Officer Primary

Applicant Information Pack



MAKE CHRIST *known*;
MAKING LIVES *better*



Welcome from the CEO

On behalf of St Teresa of Calcutta Catholic Academy Trust, I would like to thank you for your interest in the post of Regional Performance Officer - Primary.

Our Trust Mission is simple, it is to make Christ known, and ensure we are making lives better for our communities, our children and young people and all of our stakeholders. We model our work on the example of service set by St Teresa.

We are part of the Diocese of Salford and our schools span the local areas of Bolton, Bury, Rochdale, Salford and Wigan. Our Trust began in 2017, and we currently comprise 24 schools: twenty primary and four secondary. Over the coming months and years, we anticipate more Catholic schools to join us on our journey.

It is an increasingly exciting time for our Trust. We are fortunate to have committed and talented Headteachers leading each of our schools, and we are building a strong collaborative culture across our schools. It is only together, using our resources and talents, that we make a difference to all our children and young people, regardless of their location.

Over the last twelve months we have worked incredibly hard to align our organisation into four critical functions. We have been fortunate enough to recruit outstanding candidates to lead our finance, information, performance and operations functions. We are now seeking an individual to join our performance function for the primary phase. This is a role with great scope and great potential and will play a critical role in the operational and strategic development of our Trust. I would suggest all potential candidates take some time to review our Trust website so they get a sense of the organisation we are going to build together. Please do take the time to review the job description and person specification.

Thank you for your interest in this position and we look forward to receiving your application.

Yours faithfully

A handwritten signature in black ink, appearing to read 'CFoley'.

Chris Foley
Catholic Senior Executive Leader (CEO)





About the Trust

Our Trust began in 2017, and we currently comprise 24 schools: twenty primary and four secondary. Over the coming months and years, we anticipate more Catholic schools to join us on our journey.

We are part of the Diocese of Salford and our schools span the local areas of Bolton, Bury, Rochdale, Salford and Wigan. Our Trust will consist of fourteen schools by summer 2024 and will continue to grow over the coming years in line with the Salford Diocesan Academy Strategy.

Our Curriculum principles:

- Our Curriculum must be grounded in the Gospel and give our children and young people the skills and determination to make Christ known and transform society. It must provide opportunities for worship and celebration.
- Our Curriculum must nourish the whole person and deliver for all the opportunity that will make lives better.
- As a Catholic school 10% of curriculum time (scheduled/timetabled teaching time) must be devoted to the teaching of Religious Education. This must follow the expectations as laid out in the Religious Education Curriculum Directory.
- Our Catholic schools must fulfil statutory responsibilities to deliver RSE, PSHE and other provision, such as the Prevent duties.
- Our Catholic schools must deliver a curriculum that is at the very least as ambitious as the National Curriculum and ensure that pupils across the key stages receive provision they are entitled to in all subjects.
- Our Catholic schools' Curriculum Intents must be designed with the local context, and the community they serve in mind.
- Our Catholic schools must share their curriculum thinking, planning and development to benefit all children and young people who are educated across STOC.





About the Role

St Teresa of Calcutta Catholic Academy Trust (STOC) is seeking to appoint a Regional Performance Officer to join the Performance team and deliver the Trust's primary improvement and evaluation strategy. You will be an experienced school leader who can demonstrate impact in different contexts and over different timescales.

We are looking for an individual who:

- has significant experience of school improvement as a Headteacher and/or through working with and for Ofsted,
- is committed to strategic thinking and planning that builds, communicates and carries forward a coherent and shared vision for the Catholic ethos of the Trust's schools,
- is a knowledgeable and experienced leader who can raise standards, with proven experience of accelerating progress,
- has a strong track record of improving outcomes, but equally so building strong improvement cultures,
- can effectively evaluate a school's performance and, from their extensive knowledge, identify appropriate strategies to enhance school standards and close the gap for our most vulnerable children,
- can inspire others and deliver complex changes across schools.

We can offer:

- an opportunity to be a member of a forward-thinking and innovative Performance team,
- the opportunity to shape the primary improvement strategy across a Trust that at end point will include Catholic schools in Bury, Bolton, Rochdale, Salford and Wigan,
- a caring and engaged group of stakeholders,
- a committed and highly supportive Central Team and Trust Board,
- precise support for your own professional and spiritual development from both the Academy Trust and the Diocese,
- excellent local and borough wide collaborative links,
- employer contributions to Teacher Pension Scheme.





Job Description

Job Title:	Regional Performance Officer Primary
Salary:	Leadership Scale L24 – L26
Responsible to:	Senior Regional Performance Officer
Main Location:	Main Location STOC Central Office with travel to other sites
Hours:	37 hours per week, full year

We are looking to appoint an individual who has significant experience of school improvement either as a serving Headteacher and/or an Ofsted inspector. They will have a strong track record of significantly improving outcomes, but equally so building strong improvement cultures.

The successful candidates will be responsible for delivering the school improvement strategy across the primary phase. They will report directly to the Senior Regional Performance Officer (SRPO) and will have delegated authority to lead school improvement activities, appraise Headteachers, and contribute to strategic planning across the primary phase.

They will be based in our Trust Headquarters as well as working onsite in our primary schools regularly. They will also execute, deliver and report on the annual standards review process within their region, under the coordination of and quality assurance of the SRPO and supporting the SRPO in performance management and effective continuing professional development of Headteachers.

A key element of this role will be finding the correct balance between accountability and support.

Core duties and responsibilities

The core purpose of the Regional Performance Officer is to drive school local standards, secure continuous school improvement within their remit and develop and facilitate coherent professional development networks and pathways for staff across the Trust.

The Regional Performance Officer must establish a culture that promotes excellence, equality and high expectations of all pupils. The Regional Performance Officer, working with our Headteachers, is responsible for monitoring local evaluations of school's performance; challenging and supporting local priorities for continuous improvement, and raising standards to ensure equality of opportunity for all within our Trust context.

The Regional Performance Officer, working with and through others, secures the commitment of the wider community to the school by developing and maintaining effective partnerships with, for example, schools, other services and agencies for children, parishes, the diocese, higher education institutions and other academy trusts. Through such partnerships and other activities, the Regional Performance Officer plays a key role in local collaboration to support the development of the education system and raise standards locally.

Culture and Ethos

The strategic direction and development of the school stems from the educational mission of the Church. The Regional Performance Officer will ensure that his/her leadership demonstrates commitment to promoting the Trust's distinctive Catholic identity through the search for excellence in all areas of this work.



The Regional Performance Officer will:

1. Articulate clear Catholic values and moral purpose focused on providing a world-class education for the pupils they serve and reflecting the Catholic foundation of the school.
2. Demonstrate optimistic personal behaviour, positive relationships and attitudes towards school leaders their staff and their communities and lead by example, with integrity, creativity, resilience, and clarity, drawing on their scholarship, expertise and skills and that of those around them.
3. Act as an ambassador for the Trust locally, regionally and nationally, promoting the ethos and values of the trust at all times.
4. Sustain wide, current knowledge and understanding of education and school systems locally, nationally and globally, and pursue continuous professional development that reflects the needs of a Catholic school.
5. Work with political and financial astuteness, within a clear set of principles centred on the school's Catholic vision, ably translating local, national and diocesan policy into the school's context.
6. Develop collaboration within the region to ensure that the Trust's resources are utilised to have the maximum possible impact on the education of our students.
7. Have a proactive insight into national changes (policy or otherwise) which will affect educational provision and which the Trust needs to take account of.

Educational Provision and Performance

The Regional Performance Officer is responsible for delivering strategy to improve the quality of teaching and learning and pupils' achievement across our Trust. This implies setting high expectations and monitoring and evaluating the effectiveness of learning outcomes across schools.

The Regional Performance Officer will:

1. Demand ambitious standards of achievement and attendance for all pupils, overcoming disadvantage and advancing equality, monitoring and challenging standards locally under the direction of the SRPO, and instilling a strong sense of accountability in staff for the impact of their work on pupils' outcomes. Ensure high quality personal, social, health education and citizenship in accordance with the teachings and doctrines of the Catholic Church.
2. Be accountable for the overall effectiveness of each Academy, covering all aspects of school improvement including attendance, behaviour, teaching and learning, curriculum, assessment, outcomes, safeguarding, leadership and management and personal development.
3. Support the delivery of excellent teaching through an analytical understanding of how pupils learn and of the core features of successful classroom practice and curriculum design, leading to rich curriculum opportunities and pupils' well-being, taking account of the school's Catholic foundation.
4. Support the implementation and delivery of a Trust Primary Curriculum Strategy that is broad, balanced and at least meets the demands of the National Curriculum, led by the SRPO.



5. Establish an educational culture of "open schools and networks" as a basis for sharing best practice within and between schools, drawing on and conducting relevant research and robust data analysis.
6. Lead succession planning by identifying and nurturing leadership potential, supporting career development pathways, and ensuring a sustainable leadership model across the Trust.
7. Source good local training opportunities from educational providers, with continuous assessment of their quality, delivery and value for money.
8. Source, interpret and summarize information from central government and other educational organisations relevant to Education developments.
9. To lead the development of provision across the regional network of trust academies including:
 - promoting excellence and innovation in the teaching across all subject areas and all key stages.
 - supporting the work of senior leaders in ensuring teaching is of a consistently high standard, contributing to the support and coaching of inexperienced teachers or those requiring improvement through brokerage of support.
 - ensuring academies are ready and prepared to meet the challenges of the curriculum and qualifications framework and remain responsive to future changes in best practice and national education policy.
 - liaising with external agencies to ensure Trust academies are involved in the latest national projects and research, as well as high quality extra-curricular activities.
10. Supporting the implementation and delivery of the Trust's ITT and CPD strategy, led by the SRPO, alongside building the conditions for creating a culture of evidence informed practice across the footprint.
11. Provide data-informed reports on school performance, including progress against KPIs such as pupil outcomes, inspection readiness, and leadership development impact to the SRPO for consideration by the CPOP, CSEL, Executive Team and the Trust Board.

General responsibilities

The Regional Performance Officer will:

- ensure that the schools, and the people and resources within it are organised and managed to provide an efficient, effective and safe learning environment.
- manage themselves and their relationships well. Through performance management and effective continuing professional development practice of Headteachers as needed, the Regional Performance Officer supports all schools to achieve high standards. The Regional Performance Officer should be committed to their own continuing professional development.
- work in partnership with others. In our Trust they are responsible for enabling our Headteachers to work and challenge each other together. He/she will demonstrate a belief that community and school are interdependent and that engagement with the community promotes school development.
- commit to engaging with the internal and external school community to secure equity and entitlement. They will collaborate with other schools in order to share expertise and bring positive benefits to their own and other schools.
- attend strategic planning meetings and represent the Trust at external events, ensuring alignment between operational delivery and strategic priorities..



- maintain confidentiality at all times in respect of Trust-related matters and to prevent disclosure of confidential and sensitive information.
- Demonstrate a thorough understanding of safeguarding principles and ensure that school improvement activities uphold the highest standards of pupil welfare and statutory compliance.
- undertake other duties commensurate with the senior nature of the post as directed by the CPOP, CSEL and the Board. The duties and responsibilities highlighted in this job specification are indicative and may vary over time. Postholders are expected to undertake other duties and responsibilities relevant to the nature, level and scope of the post and the grade has been established on this basis.

The Trust is committed to the safeguarding and promotion of the welfare of all children and young people in our care. Applicants must be willing to undergo an enhanced Disclosure and Barring Service check and overseas police checks (where applicable). Please see STOC's Safeguarding and Recruitment Policies for further details. All staff have a key role and responsibility in this area and will be subject to an Enhanced Disclosure check.

It is the practice of this Trust to periodically examine employee job descriptions and to update them to ensure that they relate to jobs as they are being performed, or to incorporate whatever changes are being proposed. It is the Trust's aim to reach agreement on any alterations.



Person Specification

		Essential (E) Desirable (D)	Evidence
	FAITH COMMITMENT		
1	Practicing Catholic	Desirable	A/R
2	Involvement in parish community	Desirable	A/R
3	Faith reference from Parish Priest	Desirable	A/R
	QUALIFICATIONS AND TRAINING		
4	Qualified Teacher Status	Essential	A
5	Degree	Essential	A
6	NPQEL or other equivalent leadership course (completed or enrolled)	Essential	A
7	Evidence of continued professional development	Essential	A
	KNOWLEDGE AND EXPERIENCE		
8	Evidence of at least five years successful experience in the role of headteacher in one primary school	Essential	A/I/R
9	Understanding of the current Ofsted and CSI Inspection frameworks and how they are applied on schools	Essential	A/I
10	Current Ofsted inspector	Desirable	A/R
11	Current CSI inspector	Desirable	A/R
12	Experience of leading sustained school improvement	Essential	A/I/R
13	Experience of monitoring school performance in other schools	Essential	A/I/R
14	Experience of providing professional challenge and support to senior leaders in other schools	Essential	A/I/R
15	Experience of building effective partnerships and networks to maximize opportunities for improvement	Desirable	A/I/R
16	Ability to provide advice and support to Local Governing Bodies	Essential	A/I/R
17	Knowledge or experience of Research schools, Initial Teacher Training and CPD strategies	Essential	A/I/R
18	Successful experience of promoting inclusion, equality and diversity	Essential	A/I/R
	SKILLS AND ABILITIES		
19	Excellent understanding of organisational leadership and management.	Essential	A/I/R
20	Excellent communication skills both oral and written.	Essential	A/I/R
21	Excellent planning, organisational and problem-solving skills.	Essential	A/I/R
22	Excellent analytical skills, critical thinking and data interpretation.	Essential	A/I/R
23	Excellent negotiation skills with the ability to influence.	Essential	A/I/R
24	Flexible and adaptable, able to work in a fast moving, dynamic environment.	Essential	A/I/R
25	Has strong interpersonal skills and self-awareness, adapting to situations and carefully managing professional relationships, with the ability to lead, influence, empower and manage change.	Essential	A/I/R
	CHARACTERISTICS		
26	Self-motivated, hardworking and resilient.	Essential	I
27	Sense of humour, warmth and optimism.	Essential	I
28	Open, honest, humble and approachable.	Essential	I
29	Innovative and creative.	Essential	I
30	Willingness to be flexible and work to meet the best interest of the Trust.	Essential	I
31	Able to support, guide, challenge and influence their key peer group.	Essential	I

Key:

A = Application

I = Interview

R = Reference



HOW TO APPLY

Please complete and submit an application form via our online platform.

The closing date for this position is:

Wednesday 3rd June 2026 at 9.00 am

Shortlisting will take place on:

Friday 5th June 2026

Interviews will be held on:

Thursday 11th June 2026

Applicants are strongly encouraged to arrange a conversation with the Senior Regional Performance Officer and visit the central office to discuss this role. Initial contact should be made by email to admin@stoccat.org.uk.

St Teresa of Calcutta is committed to the safeguarding and promotion of the welfare of all children and young people in our care and expects all staff to share this commitment. Appointment is subject to a satisfactory enhanced disclosure from the Disclosure and Barring Service.

