



Partnership Learning



DIRECTOR OF DIGITAL

RECRUITMENT PACK

AUTUMN 2025



Partnership Learning

Dear Applicant,

Thank you for your interest in the post of Director of Digital at Partnership Learning. This is an exceptional opportunity to be a key member of the central leadership team of a thriving multi-academy trust at a significant stage in its development and growth.

Trust Overview

Partnership Learning is currently responsible for 20 academies – secondary, primary, all-through, special and University Technical College – across five local authorities (Hillingdon, Barking and Dagenham, Havering, Waltham Forest and Southend) serving around 15,000 pupils. The Trust is already set to grow to more than 16,000 pupils as its current new schools grow. Further expansion is envisaged in the coming five years, aiming to reach 25-30 schools and 20,000+ pupils. The Trust also encompasses Partnership London SCITT – a successful Initial Teacher Training provider which gives access to high quality Early Career Teachers.

The Trust has successfully established 7 brand-new schools with a further primary school approved to open in the next three years; has transformed under-performing schools – 7 so far – 6 of which have already been moved up to Ofsted 'Good' or better; and has incorporated six existing 'Good' or 'Outstanding' schools.

Trust Ofsted Grades: Outstanding 3, Good 13, Requires Improvement 1, Inadequate 0, No grade yet 3

Trust Vision

Statement of Vision and Purpose

The Trust's aims are:

- to transform young lives through high quality education and strong values; and
- to support and empower personal and community well-being;
by:
 - establishing great new schools;
 - transforming under-performing schools;
 - ensuring its schools achieve and maintain excellence; and
 - collaborating with local partners to strengthen communities

The Trust:

- values the individual character of its schools and their leaders, whilst encouraging and facilitating the development and deployment of effective common strategies to ensure that all its pupils thrive within well-structured, safe and aspirational environments;
- takes responsibility for challenging under-performance and driving improvement, whilst supporting its schools and their leaders through collaboration and effective use of combined financial and human resources.

Trust Philosophy

Partnership Learning does not believe in a top-down model, with central control over its schools. On the contrary, the Trust believes that Headteachers generally know best what their schools need – developing their identity, ethos and priorities for innovation – and it will always be the schools which deliver the outcomes, not the Trust.

Headteachers in Partnership Learning schools have similar levels of autonomy to those leading local authority schools or stand-alone academies – including driving school vision and strategy (including digital strategy), curriculum design, teaching and learning strategies, behaviour policy, staff structure and recruitment, appraisal and budget-setting - under the oversight of their Local Governing Board.

We believe that this is the most effective approach – fostering a strong sense of ownership and responsibility and encouraging innovation – and is most likely to attract and retain the strongest school leaders.

This approach is carried through in our financial model. We believe in keeping the maximum amount of money with schools – our core central costs are covered by a top slice of only 2% of school budgets.



Director of Digital Role

This is an exciting opportunity for an enthusiastic, committed IT/digital specialist with a strong track record in digital implementation and innovation. It will provide excellent scope for widening and deepening professional skills and experience.

This role requires high levels of technical ICT competency - hardware, software and networking - the ability to manage a large, established ICT support service and the ability to take a strategic lead on maximising the impact of digital solutions across all aspects of the Trust's activities.

Whilst experience in an educational setting would be beneficial, ICT/Digital specialists who have gained their experience in other similar environments would be welcome to apply.

We are also looking for a flexible individual with strong team leadership and customer-focused skills

The successful applicant will play the key role in supporting trust schools and central team to maximise the advantages of digital solutions as well as leading a high-quality ICT support service.

Key aspects of the role will include working closely with fellow Central Team Directors, school leaders and support service delivery managers to:

- Develop and implement a Digital/ICT strategy aligned with the Trust's overall goals and priorities.
- Collaborate with colleagues to develop and implement plans to enhance services, improve efficiency and encourage innovation through greater use of digital solutions.
- Lead and develop the Trust's ICT Support Service
- Contribute to the Trust's wider overall strategic planning.



Trust Digital Development

The Trust's approach to ICT/Digital developments has evolved alongside the early phases of the Trust's growth.

ICT Support Service

The main focus for Digital development to date has been on setting up an effective ICT Support Service for schools. This has been offered as an optional buy-in, which has been taken up by most schools. The service has also been sold successfully to a number of schools outside the Trust.

The team currently provides a fully-managed service to a total of 15 schools. It is overseen on a day-to-day basis by a Senior Service Delivery Manager, with three Service Delivery Managers organised geographically, and a team of approximately 12 junior and senior technicians.

The Director of Digital would be responsible for ensuring that the ICT Support Service is efficient, well-managed and serving its customers effectively - as well as for its continuous improvement and growth.

GDPR

The Trust manages GDPR internally, employing a Data Protection Officer (DPO) for the Trust as a whole who oversees Data Protection Leads in each of the schools.

The Director of Digital would be expected to work closely with the Trust DPO but not line-manage them.

Cyber Security

The Trust takes direct responsibility for implementing robust cyber security measures in the schools that it provides a managed service for, and for the others provides guidance and advice on best practice.

The Director of Digital would be responsible for ensuring robust cyber security measures are in place, implemented, reviewed and updated as necessary across the Trust.

Digital Convergence

All schools are required to use the following systems:

- Bromcom Management Information System
- PS Financials
- 'Every' Schools Premises Management Software
- Governorhub
- Common website structures using the 'Schudio' platform (implementation imminent)

There have also been steady moves towards voluntary convergence in a range of areas including:

- Use of Office 365
- Email domains managed by the Trust through Office 365
- Back-up and Cyber Security strategy
- VOIP managed by the Trust
- RM Internet



Future Digital Priorities

The Trust will expect the new Director of Digital to take the lead in developing future digital priorities.

However, areas already identified include:

- Producing a coherent Digital Strategy
- Encouraging further convergence across digital services and platforms
- Identifying opportunities and challenges around the use of Artificial Intelligence
- Maintaining, developing and growing the ICT Support Service
- Encouraging best-practice use of ICT/Digital strategies in classrooms, school administration and central Trust operations

- Developing the most effective use of the Trust's outward-facing digital footprint, including websites, social media and other digital platforms

Employee Benefits

Partnership Learning's Terms and Conditions for central team posts closely follow those for equivalent-level Local Government posts.

Benefits include membership of the Local Government Pension Scheme, a Car User Allowance for eligible staff, a Staff Wellbeing Service and a Cycle to Work Scheme.

Next Steps

We hope that what you have read motivates you to apply for this post. If you would like an informal discussion about the role, either before or after applying, please email hrpayroll@partnershiplearning.com

Applications can be made online only, by application form available at www.partnershiplearning.com - CVs will not be accepted.

Your application's supporting statement should, of course, address key aspects of the selection criteria, although please do not feel that you need to evidence every single one of them. We look forward to receiving your application – **Deadline for receipt 12 Noon on Monday 3rd November 2025.**

Please note – if you have not heard from us by Friday 13th November 2025 you should assume that you have not been short-listed on this occasion.



Partnership Learning

Director of Digital

Job Description

Job Title:	Director of Digital
Work Location:	Central Trust offices, Trust school sites and client sites as appropriate
Reports To:	Chief Executive
Salary Grade:	Partnership Learning Senior Leadership Scale
Salary Range:	Points 16 - 25 £ 99,030 – £ 118,635

CORE PURPOSE

The Director of Digital provides strategic leadership and technical expertise for all aspects of the Trust's Digital Strategy, alongside leadership and management of the Trust's ICT Support Service. The Director will ensure that digital technology supports the delivery of the Trust's vision, values, and strategic objectives, driving continual improvement and enhancing all digital services and infrastructure through an effective and innovative Digital Strategy.

KEY RESPONSIBILITIES

Strategic Planning and Implementation

- Develop and implement a Digital/ICT strategy aligned with the Trust's overall goals and priorities.
- Advise schools and the central Trust team on planning and managing ICT budgets, prioritising expenditure and ensuring value for money.
- Collaborate with colleagues to develop and implement plans to enhance services, improve efficiency and encourage innovation through greater use of digital solutions.
- Contribute to the Trust's wider overall strategic planning.

Digital Transformation

- Champion the use of digital technology solutions to improve outcomes and experiences for staff and learners.
- Identify and prioritise opportunities for digital innovation, automation, and enhanced data capabilities in both administrative and classroom environments.
- Drive digital transformation projects, championing the adoption and integration of digital technologies in both administrative and classroom environments.
- Develop a structured approach to introducing new technologies that offer demonstrable value.
- Digitalise the Trust's educational and operational processes where this would aid efficiency and add value.

- Be responsible for all key digital/ICT related supplier relationships, leading all major tenders in these areas.
- Advise on and encourage the harmonization and renewal of hardware across the Trust.
- Develop the most effective ways of presenting data to key stakeholders.
- Advise schools and the central Trust team on the most effective and appropriate uses of AI.
- Develop and keep under review appropriate policies on the safe and effective use of AI.
- Develop the most effective use of the Trust's outward-facing digital footprint, including websites, social media and other digital platforms

ICT Support Service Leadership and Management

- Lead and take responsibility for the ICT support service team, overseeing provision of the Trust's ICT support services to those Trust schools (and schools outside the Trust) who buy into the service, leading by example and managing cultural change, motivating the ICT support team to deliver excellence in ICT support service delivery.
- Ensure an appropriate management structure for effective delivery, ensuring systems and procedures are in place and followed, including structures for mentoring, training, target setting, performance assessment and ongoing professional development.
- Develop strong working relationships and clear communications with internal and external stakeholders, ensuring appropriate and effective structures are in place for schools to report their ICT service needs and escalate as necessary.
- Establish and review Service Level Agreements (SLAs) for the ICT support service provision to both Trust and external schools.
- Continuously evaluate the effectiveness and efficiency of the ICT support service provision, identifying areas for improvement and driving service enhancements.
- Actively market the Trust's ICT support services to schools both inside and outside the Trust.

ICT Advice

- Advise schools and the central Trust team on the design, implementation, and maintenance of a reliable and scalable ICT infrastructure, including networks, servers, hardware, software, and cloud-based services.
- Ensure all Trust sites have appropriate devices, connectivity, and support, either through the direct provision of Trust support services or by reviewing schools' alternative approaches.
- Ensure effective digital asset management, advising schools and the central Trust team on reviewing and assessing the need for new equipment and software.

Data Management & Security

- In collaboration with the Trust's GDPR Lead:
 - Oversee the Trust's strategic approach to data management.
 - Ensure compliance with relevant regulations and standards, including data governance, GDPR, and other privacy laws.
- Implement robust data security measures and ensure compliance with data protection regulations.
- Ensure robust cybersecurity measures are in place, implemented, reviewed and updated as necessary.
- Lead on data safeguarding, ensuring robust internal controls to mitigate against internal and external threats.

New School Setup/Transition

- Ensure due diligence in ICT/Digital matters is carried out in relation to potential joiner schools.
- Take the lead role in developing the specification for and overseeing the delivery of ICT hardware and software for new-build schools.

General

- All staff are responsible for maintaining high standards of professional practice while working for Partnership Learning, and are required to work within the guidelines established by Trust-wide policies and processes.
- Partnership Learning is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.
- Travel as required to different sites across the Trust and to external stakeholders

This job description is a representative document. Other reasonably similar duties may be allocated from time to time commensurate with the general character of the post and its grading.



Partnership Learning

Director of Digital - Selection Criteria

NB: Candidates are not necessarily expected to be able to evidence every single one of the criteria

Experience

Successful experience of:

- Senior leadership of ICT services, in an educational or comparable environment
- Leading successful digital transformation projects.
- Managing a significant ICT support service.
- Leading and managing organisational/technological change.
- Managing budgets and capital spending.
- Working with external contractors.

Technical Skills and Knowledge

- Strong technical ICT grounding, with proven experience of bringing together technology and digital resources to meet organisational needs.
- Understanding of relevant legislative, regulatory and best-practice requirements underpinning ICT service delivery, cybersecurity and GDPR.
- Knowledge of data systems integration, and cloud-based technologies.
- Knowledge of networking architecture, implementation and trouble-shooting
- Understanding of outward-facing digital footprints, including websites, social media and other digital platforms and how they can be best used for maximum impact
- Highly analytical, strategic thinking with the ability to research solutions.
- Strong project management skills with the ability to manage multiple complex projects.
- Experience supporting and troubleshooting key software packages such as Windows, Microsoft Teams, Microsoft 365, Microsoft Intune and Google Workspace.

Leadership and Interpersonal Skills

- Strong leadership and people management skills, with the ability to build a shared vision and inspire collaboration across teams.
- Ability to build, lead, and develop agile/responsive ICT teams.
- Able to engage and influence at the highest level, including CEO and Trustee Board.
- Excellent communication and interpersonal skills, able to engage with technical and non-technical stakeholders effectively.
- Ability to motivate large groups of staff.
- Excellent written and oral communication skills.
- A collaborative team player with excellent problem-solving abilities.
- Highly approachable, grounded, and able to make sound judgments.
- The ability to prioritise workload and work effectively without supervision.
- Able to build trust and mutual respect between team members and the wider organization.
- A practical attitude, willing to be hands-on as needed.
- Must be a team player, collaborative, and committed to the Trust's values.

Other Requirements

- Safeguarding checks including enhanced DBS
- Willing and able to travel to different sites across the Trust and to external stakeholders as required.

Advertisement



Partnership Learning

Director of Digital - Partnership Learning

Salary: Partnership Learning Senior Leadership Scale – Points 16-25 (£ 99,030 – £ 118,635)

Contract: Full-time, Permanent

Locations: Central Trust offices/Trust school and client sites/Remote working as appropriate

Dates: Apply by 12 Noon on Monday 3rd November 2025; Interviews during week of 10th November 2025; Start Date: Jan 2026 or as soon as possible thereafter.

Partnership Learning is seeking an enthusiastic, committed IT/digital specialist with a strong track record in digital implementation and innovation to be a key member of the central leadership team of a thriving multi-academy trust at a significant stage in its development and growth. This is an exceptional opportunity and will provide excellent scope for widening and deepening professional skills and experience

About Partnership Learning:

Partnership Learning is a growing multi-academy trust which currently has 20 schools – primary, secondary, all-through, special and UTC - serving c 15,000 pupils, in Hillingdon, Barking and Dagenham, Southend, Havering and Waltham Forest. The Trust believes in high levels of autonomy remaining at school level. The main focus for digital development to date has been on setting up an effective ICT Support Service for schools – a team of 16 currently provides a fully-managed service to 15 schools, including some outside the Trust. The next stages will include implementing a coherent Digital Strategy, encouraging further convergence across digital services and platforms and developing best-practice use of ICT/Digital strategies in classrooms, school administration and central Trust operations.

About the Role:

The successful applicant will play the key role in supporting trust schools and central team to maximise the advantages of digital solutions, as well as leading a high-quality ICT support service. Key aspects of the role will include working closely with fellow Central Team Directors, school leaders and support service delivery managers to:

- Develop and implement a Digital/ICT strategy aligned with the Trust's overall goals and priorities.
- Collaborate with colleagues to develop and implement plans to enhance services, improve efficiency and encourage innovation through greater use of digital solutions.
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We are looking for a flexible individual with strong team leadership and customer-focused skills. The role requires high levels of technical ICT competency - hardware, software and networking - the ability to manage a large, established ICT support service and the ability to take a strategic lead on maximising the impact of digital solutions across all aspects of the Trust's activities. Whilst experience

in an educational setting would be beneficial, ICT/Digital specialists who have gained their experience in other similar environments would be welcome to apply

Benefits:

- Competitive salary
- Local government pension scheme
- Car user allowance
- Cycle to work scheme
- Employee Assistance Programme
- Excellent professional development opportunities
- Supportive and collaborative working environment

Salary will be paid on the Partnership Learning Senior Leadership Scale, on a ten-point range starting at £99,030 and rising through annual incremental progression (subject to successful appraisal) to £118,635.

Partnership Learning's Terms and Conditions for central team posts closely follow those for equivalent-level Local Government posts.

Applications can be made online only, by application form available at www.partnershiplearning.com - CVs will not be accepted.

Partnership Learning is committed to safeguarding and promoting the welfare of its pupils and expects all staff and volunteers to share this commitment. An enhanced criminal record check via DBS will be undertaken for the successful candidate. This post is exempt from the Rehabilitation of Offenders Act and a comprehensive screening process, including a disclosure check, will be undertaken on all applicants.