





Director of Progress

Salary: £41,632 - £47,917
Ark Inner London Support, Grade 9, Points 25 – 33
Contract Type: Permanent, Term Time + 2 Weeks (Annualised Hours)
Working Hours: 8:00am – 5:00pm
Required January 2027

Ark Walworth Academy is a thriving school in the heart of central London. We serve a vibrant, diverse community in Zone 2, with excellent access to all the city has to offer for students and staff alike.

We seek a dedicated and passionate pastoral leader to join our expert team. Pastoral leaders in our school do not teach; the nature of the cohort here requires wrap around professional support in order for young people to secure the best possible progress in their time at our school. The ideal candidate will be an established pastoral professional, with exceptional interpersonal skills, and experience of working in schools. Experience of working with a range of external agencies over time would be an advantage. You will lead a year group through their experience through the school so resilience and a flexible approach to supporting both young people and families over a five year journey is required.

Our staff are:

- Committed, enthusiastic practitioners seeking to support excellent progress for our students
- Individuals who aspire to the highest standards of behaviour, academic success, and wellbeing for all in our community
- Resilient, reflective and thoughtful professionals, seeking to develop themselves with us

In return, we offer:

- An externally recognised progression route with the support of a nationally recognised network
- A fully accessible, well resourced, multi-million pound building in which to practice, accessible via various transport links, including train, tube and bus services from Elephant and Castle, as well as bus links from London Bridge and Tower Bridge
- A school community with a genuine family ethos, investing in staff wellbeing
- A dedicated Employee Assistance and benefits package from Ark Rewards

Further details about the post and how to apply can be found on our website:
www.walworthacademy.org

Closing date: Thursday, 19th November 2026

Interview date: Wednesday 25th November 2026

We look forward to receiving your application.

Job Description: Director of Progress

Reporting to: **Assistant Principal**
Location: **Ark Walworth Academy**
Contract: **Permanent**
Working Pattern: **5 day per week**
Salary: **Ark Support, Inner London, Grade 9, Points 25 – 33**

The Role

As Director of Progress, you will be responsible for ensuring outstanding pastoral support for all students within the year group and fostering a culture that enables all students to maximise their achievements across the spectrum of school life. You will be instrumental in our mission to provide every student, regardless of their background, a great education and real choices in life.

Key Responsibilities

Leadership

- Facilitate leadership of year group, working with year group staff and students to ensure rigorous behaviour systems are sustained and students are making good academic progress
- Line management responsibility of the Inclusion Coordinator for the year group
- Lead, support and hold accountable a professional community of form tutors
- Lead the management of all aspects of academy life for the year group
- Regularly analyse student data, reviewing attainment, progress and behaviour, including the performance of specific groups within the year group, especially children in receipt of free school meals, pupil premium funding, or looked after children, and act accordingly
- Organise and implement a framework for tutor activities, tasks and assemblies
- Be active in the social, emotional and academic wellbeing of students, in collaboration with other staff members and other external agencies, as appropriate
- Manage the progress of a year group by monitoring the progress of each individual student against targets in line with the year group assessment cycle
- Develop strategies and interventions to maintain student progress
- Work alongside the wider school community to implement and develop leadership programmes for students
- Encourage students' involvement in the whole school and wider community

Pastoral Systems & Support

- Regularly monitor the behaviour, attendance and punctuality, attainment and progress of all students, groups and subgroups; and promptly plan, implement and oversee support and interventions
- Produce reports as required on student attainment, progress and behaviour

- Liaise with appropriate personnel regarding support for student progress and wellbeing, e.g. school staff, parents/carers, outside agencies, governors etc. as appropriate
- Ensure good communication and strong relationships are maintained between the school's staff team and families; this includes praising students as well as raising concerns
- Participate actively throughout the network, by attending relevant meetings, and, as appropriate, delivering network-wide training and initiatives

Ethos and Culture

- Foster a strong sense of school community and ethos among both staff and students
- Establish positive working relationships with families of the year group and communicate regularly with them
- Act as a positive role model to staff and students, communicating the highest expectations of behaviour, attendance and punctuality
- Implement and reinforce a consistent behaviour policy and system of rewards and sanctions, characterised by consistent, orderly behaviour and caring, and respectful relationships
- Monitor and review impact of your leadership against objective(s) and priorities
- To ensure that the emotional / behavioural and social barriers to learning are removed via the provision of appropriate in house / external specialist intervention with ongoing parent and staff liaison
- To work with the Inclusion team and the SENCO to develop personalised programmes for targeted students so that these students make the expected progress.
- Support students through the transition between key stages

Progress and Attainment

- Monitor and evaluate the progress and impact of the Progress Plan to ensure all outcomes are achieved
- To maximise and the sharing of good practice within the school and ensuring that strategies that have impact on particular students are shared with all teachers / staff
- To initiate specific projects that will accelerate the students' progress and development
- Liaise with and support student progress by developing partnerships with appropriate outside facilitators
- Work with colleagues, students and families to develop a strong school community

Other

- Actively promote the safety and welfare of our children and young people
- Ensure compliance with Ark's data protection rules and procedures
- Liaise with colleagues and external contacts at all levels of seniority with confidence, tact and diplomacy

- Work with Ark Central and other academies in the Ark network, to establish good practice throughout the network, offering support where required

This job description is not an exhaustive list and you will be expected to carry out any other reasonable tasks as directed by your line manager.

Person Specification: Director of Progress

Qualification Criteria

- Right to work in the UK
- Maths and English GCSE at Grade C or above or equivalent
- First Aid Trained or a willingness to undertake this

Knowledge, Skills and Experience

- Demonstrable commitment to raising attainment of all pupils
- Experience or understanding of how to improve and sustain an effective behaviour policy
- Experience of interpreting complex student data to drive student progress
- A proven track record of providing excellent pastoral support

Behaviours

- Excellent teamwork and a collaborative style of leadership
- Strong organisational skills and ability to delegate
- Ability to engage constructively with, and relate to, a wide range of young people and families/carers from different ethnic and social backgrounds
- Ability to demonstrate a high degree of initiative, self motivation and drive
- Genuine passion for and a belief in the potential of every student
- A robust awareness of keeping children safe, noticing safeguarding and welfare concerns, and you understand how and when to take appropriate action
- Deep commitment to Ark's mission of providing an excellent education to every student, regardless of background
- Excellent interpersonal, planning and organisational skills
- Resilient, motivated and committed to achieving excellence
- Reflective and proactive in seeking feedback to constantly improve practice
- Commitment to regular and on-going professional development and training to establish outstanding classroom practice.
- Commitment to and understanding of professionalism in line with the National Teaching Standards

Other

- Right to work in the UK
- Commitment to equality of opportunity and the safeguarding and welfare of all students
- Willingness to undertake training
- This post is subject to an enhanced DBS check

Ark

This post is covered by Part 7 of the Immigration Act (2016) and therefore the ability to speak fluent English is an essential requirement for the role.

This job description is reviewed regularly and may be subject to amendment or modification at any time after consultation with the post holder. It is not a comprehensive statement of procedures and tasks but sets out the main expectations of the School in relation to the post holder's professional responsibilities and duties.

Ark is committed to safeguarding and promoting the welfare of children and young people in our academies. In order to meet this responsibility, we follow a rigorous selection process. This process is outlined here, but can be provided in more detail if requested. All successful candidates will be subject to an enhanced Disclosure and Barring Service check.

Ark Schools is committed to eliminating discrimination and encouraging diversity amongst our employees. We endeavor to build a workforce that will be truly representative of all sections of society and that each employee feels respected and able to give their best. To that end we are committed to provide equality and fairness for all in our recruitment and employment practices and not to discriminate on grounds of age, disability, gender reassignment, marriage/civil partnership status, pregnancy and maternity, race, religion or belief, sex, or sexual orientation. We oppose all forms of unlawful and unfair discrimination. The appointment and recruitment procedure must always be applied fairly and in accordance with employment law and the Ark Schools Equal Opportunities Policy

Please note: Ark Walworth Academy is committed to the safety and protection of its students. Walworth is a non-smoking environment.

Ark