

Gateshead College

Director of Curriculum and Skills

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March 2026



D O D D P A R T N E R S

— BOARD & EXECUTIVE SEARCH —

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Job Specification

Reports to: Deputy Principal Learning and Partnership
Line Management: Assistant Principals (Curriculum and Skills)

Purpose

As Director of Curriculum and Skills, you will play a central role in shaping Gateshead College's educational and skills offer, ensuring it is ambitious, relevant and responsive to the needs of learners, employers and the region.

Working as a member of the Executive Team, you will support the development and lead the delivery of a high-quality curriculum aligned to local, regional and national skills priorities, informed by labour-market intelligence and strong employer partnerships. You will drive curriculum alignment, continuous improvement and innovation. You will provide strategic leadership to curriculum teams, work closely with employers, partners and stakeholders and help translate the College's Strategic Plan into impactful learning and skills outcomes.

Key Responsibilities

- Lead the delivery of the College's Curriculum Strategy, supporting the Deputy Principal Learning and Partnership to ensure it remains current, responsive and aligned to learner, employer and College priorities.
- Lead the College's corporate planning framework, ensuring it is collaborative, effective and efficient.
- Lead the design and delivery of a high-quality curriculum that meets local, regional and national skills needs and supports the College's Strategic Plan and priorities.
- Act as the College's executive lead for skills, leading employer engagement within curriculum design, apprenticeships and skills-based programmes.
- Ensure the curriculum prepares learners effectively for employment, progression and life, embedding employability, inclusion and high expectations throughout all provision, including a comprehensive programme of enrichment activity.
- Support the Deputy Principal Learning and Partnership in producing the College Self-Assessment Report.
- Lead the curriculum planning and curriculum budgeting process, ensuring financial sustainability while prioritising high-quality teaching, learning and assessment.
- Support the Deputy Principal Learning and Partnership in their role as Ofsted lead through operational inspection readiness activity within curriculum, working with Assistant Principals to ensure curriculum areas are prepared and inspection-ready.
- Inspire, motivate and influence curriculum teams to deliver high-quality provision and contribute to a safe, inclusive and ambitious learning environment.
- Build and sustain strong partnerships with employers, community organisations and sector bodies to ensure curriculum relevance, progression routes and positive learner outcomes.
- Any other duties, as required, appropriate to the scale of the post.

Executive Behaviours and Responsibilities

- Act as an ambassador for the College's values (Respect others; Take responsibility; Have courage; Be creative; Work together), embedding and demonstrating them in decision-making, leadership behaviours and service delivery to ensure alignment across all functions.
- Contribute to creating the conditions where every learner can grow in confidence, resilience and readiness for work and life. Champion our commitment to Employment Edge for Everyone, supporting your teams to do the same; making sure that together we ensure every learner has the opportunity to thrive.
- Provide strategic, forward-looking leadership, ensuring all decisions align with the College Strategic Plan. Lead areas of responsibility with clarity, developing and delivering strategies that place learners at the centre, and monitoring, measuring and reporting on strategic progress.
- Demonstrate collective executive leadership and oversight as part of the Executive Team, modelling the highest standards of professionalism and accountability and ensuring decisions are communicated and implemented consistently across the College.

- Promote an inclusive culture across the College, championing diversity and equality of opportunity while role-modelling behaviours that foster a sense of inclusion, respect and belonging for our learners, staff, partners, and visitors.
- Embed a strong health and safety culture across the College, ensuring compliance with the College Health and Safety Policy and legislation while role-modelling best practice and promoting proactive risk management through visible commitment and engagement.
- Uphold safeguarding responsibilities for children and vulnerable adults, ensuring compliance with Keeping Children Safe in Education (KCSIE) and Prevent duties, and ensuring effective reporting and monitoring frameworks.
- Ensure effective governance support by preparing high-quality Board and Committee papers that enable informed decision-making. Build and maintain strong relationships with governors and Committee chairs, acting as a key liaison to facilitate engagement and clarity. Attend and contribute to Board and Committee meetings, meeting all deadlines for papers and reports, and ensuring compliance with governance frameworks and regulatory, legal, ethical and financial requirements.
- Identify, assess and manage strategic risks within your area of responsibility, ensuring mitigation plans are in place and reporting is aligned with the College's risk management framework.
- Provide visible, values-driven leadership that empowers managers and teams to deliver excellence. Build capability through continuous development and succession planning. Ensure people are engaged, supported, and equipped with the skills and confidence to innovate, adapt and achieve the College Strategic Plan.
- Champion and role-model digital innovation and transformation across the College. Ensure digital principles are embedded in teams to improve quality, effectiveness and efficiency and actively drive and support the associated cultural change.
- Actively promote and embed sustainability principles (environmental responsibility, social value and financial sustainability), driving innovation, continuous improvement and delivery efficiencies throughout your area of responsibility and across the College. Ensure managers you lead integrate these principles into their decisions and practices and work collaboratively with the Executive Team to advance the College's sustainability objectives.
- Champion evidence-based decision-making by ensuring managers within your remit use data and insights to inform planning, monitor performance and drive improvement. Support the wider Executive Team in embedding a culture of transparency and accountability through robust analysis and reporting.

Person Specification

Qualifications

You will be degree qualified (or equivalent) with a relevant teaching qualification (level 5 and above) with evidence of, and a commitment to, on-going professional development relevant to a senior curriculum leadership role.

Essential Experience

- Experience in a senior curriculum leadership role in the Further Education sector with responsibility for curriculum and skills strategy aligned to local, regional and national labour-market needs.
- Experience of leading curriculum workforce, succession, operational and budget planning to ensure quality, relevance and financial sustainability.
- Supporting Ofsted inspections including readiness activity.
- Leading curriculum transformation, innovation and change programmes.
- Working with and reporting to Boards and Board Committees, including preparation of high-quality papers and reports.
- Building and sustaining effective external partnerships with Board members, employers, local authorities or sector bodies.
- Leading and developing managers and high-performing teams.
- Strong experience of data-driven decision-making, using insight and analysis to inform strategic direction and performance monitoring.
- Strong understanding of skills policy, labour-market intelligence and experience of building employer engagement.

Skills and Behaviours

- Excellent organisational and prioritisation skills, with the ability to manage competing demands.
- Ability to confidently use and leverage digital tools and technologies to deliver role responsibilities efficiently, improve organisational effectiveness and support digital ways of working across teams.
- Ability to provide clear, forward-looking strategic leadership aligned to the College Strategic Plan.
- Strong judgement and accountability, with the ability to lead through ambiguity and complexity.
- Excellent influencing and relationship-building skills, with credibility at Executive and Board level.
- Highly effective communication skills, able to convey complex issues clearly to diverse audiences.
- Strong leadership behaviours that model the College's values and foster collaboration, inclusivity and accountability.
- Ability to represent the College confidently as a senior ambassador internally and externally.
- Willingness to work flexibly, including attendance at evening events and meetings, as required.

Desirable

- Master's degree or equivalent.
- Formal leadership or management qualification.
- Experience of working in a multi-campus or multi-site organisation.
- Experience of developing and leading organisation-wide planning processes.

Terms

Remuneration

The remuneration for this position is highly competitive and commensurate with the role's requirements.

Annual Holidays

The annual leave entitlement is 38 days per annum, plus recognised public holidays.

Pension Scheme

The holder of this post will have access to an LGPS or Teachers' Pension Scheme.

Relocation Package

Relocation support will be in line with HMRC guidelines.

Checks

This appointment is subject to satisfactory pre-employment references and DBS clearance. We operate a policy of Safer Recruitment under KCSIE Guidance.

Timeline

The following timeline is indicative and should only be used as a guide. This may be subject to change.

Process	Date
Close for Applications	9:00 am Tuesday 7 th April 2026
Interviews with Dodd Partners	w/c 13 th April 2026
Shortlist Meeting	w/c 20 th April 2026
Interviews with Gateshead College	To be confirmed 2026

How to Apply

Dodd Partners are undertaking the recruitment process on behalf of Gateshead College. If you wish to apply for this position, please supply the following:

- A covering letter highlighting your suitability and how you meet the **Essential Experience** criteria detailed within the Person Specification, along with your current remuneration details.
- A comprehensive CV setting out your career history, with responsibilities and achievements.
- All applications should be emailed to Dodd Partners at your earliest convenience and no later than **9 am Tuesday, 7th April 2026**, to contactus@doddpartners.com clearly marked with reference number **DP3152**.

Should you wish to have an informal discussion about the role, please contact John Dodd on 07545 431 848 or 01244 738 450. Alternatively, email: johndodd@doddpartners.com