

Profile

- A seasoned and dynamic professional with over 12 years management experience and expertise in service, personnel and programme management in the delivery of improvement and change within the public sector.
- Proven ability to lead, inspire and develop teams, both internally and externally, enabling service growth and enhancement, as well as the creation of strong working partnerships.
- Hands on trainer with expertise in the creation and management of learning and skills development programmes sustained by fully integrated support frameworks.
- Extensive experience within education working with young people and adults in secondary and further education.

Objective

Using highly portable experiences gained within secondary education, Name is now pursuing opportunities within the private sector. He/she has developed excellent training and administrative skills throughout an already extensive career, as well as having been responsible for upgrading and synchronising teacher training and departmental curricular programmes, across the breadth of education in Local Government.

Now seeking a natural progression from the standard syllabus to advance and further education within industry and commerce, he/she is looking forward to the challenge of more worldly environments, designing, planning and implementing training programmes for commercial benefit.

Professional Skills and Achievements

Business Development & Strategy Planning

- Created and managed business and improvement plans for multiple sites, with varying development requirements and support needs, working with internal and external colleagues and stakeholders to guide development, manage implementation and monitor progression.
- Secured funding for development projects and presenting findings/plans to stakeholders and partners through formal applications and meetings.
- Negotiated comprehensive support packages for 37 schools as part of a wider change and development project in providing critical resources and comprehensive plans for ongoing development supporting subsequent achievements.

Change Management

- Conducted strategic reviews for multiple local authorities to create development strategies, leading to unprecedented improvement reflected in year-end results and performance figures.
- Delivered an authority wide development programme with a comprehensive support framework and ongoing review process, facilitating significant change and improvement.
- Introduced national training programmes and instrumental in increasing and developing the skills and talents of the work force across two local authorities.

Project Management

- Facilitated and continues to manage the migration of sites to fully integrated and interfaced systems, delivering real time reporting capabilities, internal and external access, knowledge sharing and effective decision making.
- Successfully delivered a new regional assessment system fully supported by training and technical resources; all target schools in the area have adopted the system.

Commercial Skills

- Set, managed and optimised project and operational budget, using financial skills to optimise available funding, which provides accurate financial reports to stakeholders and managers per schedule.
- Reviewed resources and services identifying cost saving measures, rationalising operational costs to streamline operations, creating and managing cost effective services, guaranteeing return on investment.
- Proven financial skills gained as a PQ Accountant working with both private and public sector organisations.

Relationship Building and Networking

- Created partnerships internally and externally, extending the network to multiple business sectors and across local authorities, securing support for projects and initiatives supporting realisation of planned projects.
- Obtained funding from stakeholders and partners for change and development projects, national and local training programmes and support and resources as a direct result of positive relationships built across sectors.
- Influences people and processes at every level, internally and externally, gaining support for projects and initiatives in multiple local authorities.
- Works with Local Authorities in developing actionable strategies and solutions aligned with Resource Strategy and Talent Management goals to achieve specific operational and financial outcomes. Currently leads efforts to increase and assist LA's with any number of the following Integrated Talent Management processes.

Strategic Talent Management and Resource Planning

- Works with Local Authorities in developing actionable strategies and solutions aligned with Resource Strategy and Talent Management goals to achieve specific operational and financial outcomes.
- Currently leads efforts to increase and assist LA's with any number of the following Integrated Talent Management processes:

Recruiting	Succession Management	Competencies
Talent Assessments	Performance Management	Workforce Analytics
Talent Management Governance	Compensation	Learning Management
	Development Planning	

Career Summary

Consultancy and Commercial Experience:

Company Name and web hyperlink **2009 – Present**
Effectiveness Officer & Strategic Lead for Science

- Manage, develop and support services, resources, people and projects across the Local Authority facilitating and driving change, achieving lasting and significant improvement.
- Building and maintaining a network of relationships across local authorities securing support essential to the successful implementation of projects and initiatives.
- Co-ordinate and optimise people and resources across multiple sites and projects.
- Creation and development of systems and processes to underpin services and projects.
- Setting and managing budgets, reporting regularly to relevant internal teams and external partners.
- Implementing training and performance management programmes, essential to the provision of effective services, projects and initiatives, ensuring the team's ability to keep pace with changes in the curriculum and achieving anticipated results.

Company name and web hyperlink **2007 - 2008**
Teaching and Learning Consultant, Science

- Managed and developed the LA team of Science Consultants and ASTs in improving and streamlining effective operational performance within schools.
- Led and directed the LA science team's implementation of national educational initiatives, ensuring their effectiveness and supporting the achievement of objectives and justifying investment in programmes and projects.

Company Name and web hyperlink **2005 – 2007**
Senior Learning Manager

- Responsible for the effective management and development of staff and teaching within the science department, the improvement of support for teachers and support staff and the creation and management of relationships and resources across all departments to facilitate and support improvement across all schools.

Teaching Experience:

College **2002 – 2004**
Lead Professional

School **1998 – 1999**
Deputy Subject Leader

College **1995 – 1998**
Main Scale Teacher

College **1992 – 1994**
Main scale Teacher

Previous employment history available upon request. **1988 – 1991**

Education, Qualifications and Associations

AMCIEA <i>Currently studying towards Chartered Status</i>	2010
University <i>MA (Education) With Merit</i>	2007 – 2009
University Postgraduate Diploma in Education with merit	2008 – 2008
University PGCE Double Distinction in Theory & Practice	1991 – 1992
Accountancy Practice ACA Part Qualification	1988 – 1991
University B Eng. Production Engineering & Management 2:1	1983 – 1987
School A' levels in Physics, Mathematics and Chemistry Eight O' levels including Mathematics and English	1981 – 1983

Other Achievements & Experience

2008 – 2009	Selected for an accelerated pedagogy qualification under the Gatsby Teachers Effectiveness and Enhancements Programme, leading to a professional coaching qualification.
2007 – To Date	Self funded ongoing professional development including an MA (Ed) and Postgraduate Diploma, both achieved with Merit. Ongoing training includes a degree equivalent Edexcel BTEC in School Improvement Programme aligned to NPQH for LA professionals.
2007 – 2008	Launched and project managed 'National Science Week' for all schools in two LA's, improving the perception of the subject and profile of schools, resulting in an invitation by the Pro Vice Chancellor to join Bradford University's science community outreach strategic team.
1983 – 1987	Finalist prize winner Loughborough University of Technology.

Other Information

I T Skills	Fully conversant with MS Office with advanced user training, various bespoke education applications and programmes, the Internet and various email applications.
Interests	Chair of Finance Committee and Chair of Standards Committee for a large urban primary school and School Governor. Committed to ongoing personal development gaining new knowledge and learning new skills in line with changes in education. Proactively supports children's sporting and other extracurricular activities.
Car/License	Current, full, clean British driving license held and car owner.
References	Available upon request.