



**Diocesan Assistant Director of Education  
Application Pack,  
Dioceses of Durham and Newcastle.**

**To commence 1<sup>st</sup> September 2026.**

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## Welcome Letter from the Chairs of the Durham and Newcastle Boards of Education

Dear Colleague,

We warmly welcome your interest in the role of Diocesan Assistant Director of Education (DADE) for our Joint Education Team which supports our Church of England schools across the Dioceses of Durham and Newcastle. Church Schools are at the heart of the Church of England's mission and our aim is to ensure that outstanding education is provided. We strive to foster high quality engagement with young people in schools and parishes across the dioceses.

We are committed to making a key contribution to the flourishing of our children and young people through our diocesan strategies. As the Chairs of the Education Boards, we work closely together to ensure that the needs of our children and staff are met so that all can experience "life in all its fullness."

The principal task of the DADE is to support schools and trusts to fulfil the mission of delivering high-quality education of a distinctively Christian character for those of all faiths and of none.

Our experienced and skilled education team works closely to support our 106 Church Schools across 10 local authorities, which are a mix of voluntary aided, voluntary controlled and academies, some of which are in Multi-Academy Trusts, and we are looking for a Diocesan Assistant Director of Education to join us in September following the retirement of one of our current team.

We know that schools face many challenges today, especially with finances and recruitment and the ever-changing landscape in Education. However, we are committed to fulfilling our mission - to support the development of our church schools - and are looking for an Diocesan Assistant Director of Education to join our amazing team, someone who is excited about the opportunities ahead, who can build on the work done so far, but who is not daunted by the challenges that education faces today.

Please do not hesitate to contact us if you have any queries regarding the role or the job description. We are keen to speak to you and to answer any questions you may have.

We look forward to receiving your application and wish you well through the process.

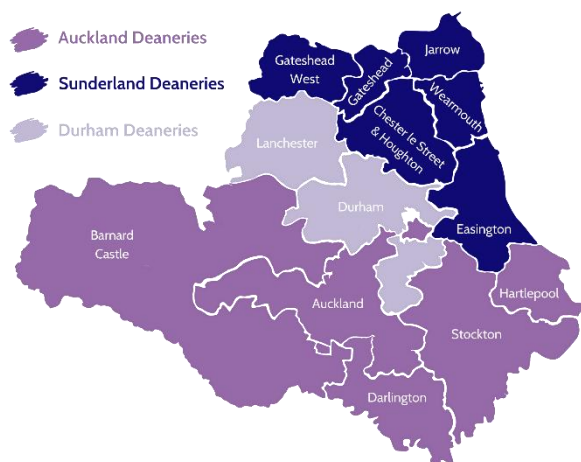
Nigel Wyrley-Birch  
Chair of the Durham Board of Education

Carolyn Roberts MBE  
Chair of the Newcastle Board of Education

## About the Dioceses of Durham and Newcastle

The Dioceses of Durham and Newcastle are two of 42 Dioceses that comprise the Church of England.

### Diocese of Durham



The Diocese of Durham covers 209 parishes across a geographical area of 2,530 square kilometres in the North of England. It is in ‘the Land of the Prince Bishops’, framed by the River Tyne in the North, the River Tees in the South, the Durham Dales in the West and the Sea in the East.

The Diocese covers the 7 local authorities of Darlington, Durham, Gateshead, Hartlepool, South Tyneside, Stockton-on-Tees and Sunderland. It is served by 3 Archdeaneries: Auckland, Durham and Sunderland. As well as

the worshipping communities, there are 57 Church Schools (52 primary and 5 secondary) within Durham Diocese.

The Diocese of Durham has recently appointed the Venerable Rick Simpson as Bishop of Durham.

### Diocese of Newcastle



The Diocese of Newcastle is the Church of England’s most northerly diocese and is framed by the Rivers Tyne and Tweed. The Diocese is in the ‘land of the Northern Saints’ and was formed in 1882, comprising of 169 parishes across 5490 square kilometres.

The Diocese covers the local authorities of Newcastle, Northumberland and North Tyneside, and also small parts of County Durham and Cumbria. It is served by 2 Archdeacons: Lindisfarne and Northumberland.

As well as the worshipping communities, there are 49 Church Schools (48 primary and 1 secondary) within Newcastle Diocese. The Rt Rev Dr Helen-Ann Hartley, Bishop of Newcastle, leads the Diocese and is assisted by the Rt Rev Mark Wroe, Bishop of Berwick, and a senior team.

## Our Educational Context

Schools in the Dioceses of Durham and Newcastle are supported by the Joint Education Team (JET) LLP which is a limited liability partnership (JET LLP).

Together, across both Dioceses, there are 10 local authorities and 106 schools consisting of First, Primary, Middle, High and Secondary Schools, including one Free School. Approximately half of our schools are in one of our 8 Multi-Academy Trusts, including 3 Mixed MATS.

We have a rich industrial, fishing, farming and cultural heritage which continues to inspire visitors – from the heritage of the Venerable Bede, St Cuthbert and the Northern Saints to the beautiful coastal landscapes and coast that make the North-East of England a uniquely inspiring place to live and work. Our educational community landscape is similarly varied, and the JET serves a wide variety of schools, based in numerous settings - from rural to coastal to urban – and varying in size from tiny first schools to large secondaries.

Many of our schools are small and in isolated, rural locations, giving local children access to education near to where they live. We believe this is incredibly important and that often village schools serve as a valuable community resource for people of all ages. In addition, some of our schools are based in areas of high deprivation and serve the most disadvantaged communities.

The JET serves both dioceses with a small but very experienced staff team consisting of [school advisors and administrative staff](#). The JET team are predominantly based in [Church House, North Shields](#), but at times may work flexibly from home, as well as having access to offices and meeting rooms at Cuthbert House in Durham when needed.

As a Joint Education Team, we offer a wide range of support to schools, including support regarding Christian distinctiveness, collective worship, Religious Education (RE), school effectiveness and improvement, church school leadership, governor and trustee support, admissions, resources and headteacher recruitment. In addition, for our Voluntary Aided Schools, we also offer additional core services for buildings, premises, and land.

We work closely with colleagues across both dioceses to support the partnership between schools and parishes. Our two cathedrals in Durham and Newcastle play a key part in our educational offer and annually host the Year 4 and Year 6 Leavers' Services, working in collaboration with the Children's and Youth Ministry Teams of both Dioceses.



## The Durham and Newcastle Boards of Education

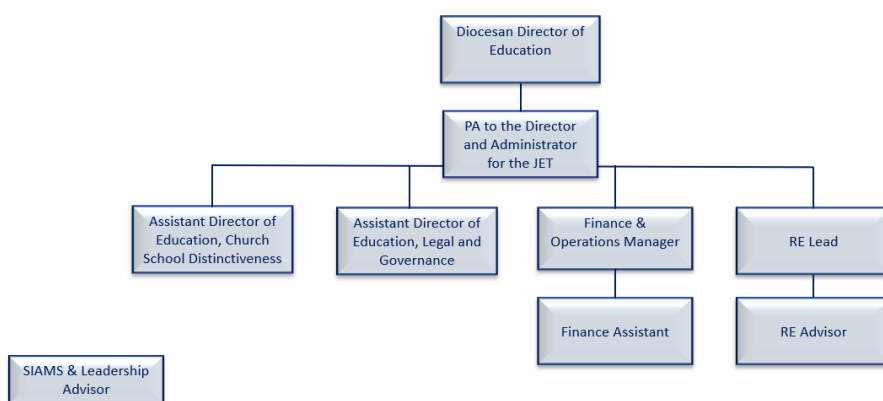
The Joint Education Team is supported by two Boards of Education – one in each diocese. Each Diocesan Education Board is a partner of the JET LLP which is a limited liability partnership set up in order to oversee and manage the operations of the Joint Education Team.

Our Boards, one of which is unincorporated (Durham Board of Education - DDBE) and the other which is incorporated (Newcastle Board of Education - NDEB), retain their separate legal identities and functions. As the DDBE is unincorporated, the Durham Board of Finance (DDBF) acts as the legal entity on behalf of the Diocese of Durham. All postholders are employed jointly by the JET LLP, the DDBF and the NDEB with the JET LLP acting as the managing employer.

Both boards meet jointly once a year. In addition, we also have a JET LLP management committee) made up of representatives of the boards, who meet termly to oversee and discuss the operational and strategic actions of the Joint Education Team. For further information regarding the Boards of Education, see the [Joint Education Team website](#).



### Durham and Newcastle Diocesan Boards of Education Joint Education Team



September 2026

## Governance Structure within the Dioceses of Durham and Newcastle

Representatives from church communities within both dioceses have a part in influencing the policies and practices of the national Church of England, through General Synod. There are also deanery Synods and the Diocesan Synod in which representations can be made.

The Dioceses both operate within the national structures of the Church of England. For more information about this, visit [the Church of England website](#).



## Vision and Strategy

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**Outward looking and forward thinking – we place our children at the centre of our strategic thinking, working alongside all stakeholders. We are aware that the educational landscape continues to change, and we are looking for a DADE who will help us to evaluate our current strengths and also look to how we move forward.**

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In 2015, the Diocesan Boards of Education adopted an integrated vision for church involvement in education in the North East of England across the two Diocesan areas based on the following commitment:

- We believe that all human beings are created in God's image and God's enabling Spirit should be allowed to flourish in the widest and best possible way.
- The church is called to play its part in the removing of barriers to all human well-being, including the provision of an excellent education where this may not otherwise be available.

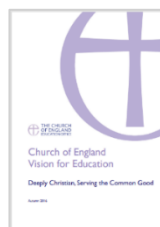
The vision of the Joint Boards of Education is that each and every child and young person is able to achieve their full potential and 'live life in all its fullness.' This vision is currently delivered in the following 4 areas: School Effectiveness, Developing People, Context and Distinctiveness.

Our strategy is underpinned by the Church of England's Vision for Education 'Deeply Christian, Serving the Common Good' and the most recent paper 'Our Hope for a Flourishing Schools System'.

Currently, as is the case nationally, we are operating in a very mixed structure with more than half of our schools now being part of Multi-Academy Trusts and the others being a mix of Voluntary Aided, Voluntary Controlled or Single Academy Trusts. In 2022, the Joint Boards of Education published a Diocesan Vision for Education: Academy Strategy Paper for all schools across the dioceses. This is currently being reviewed by both Boards, particularly in response to the recent Schools White Paper 'Every Child Achieving and Thriving' published in February 2026.

The policy was the work of two working parties, one from each Diocese and the Joint Education Team who are employed by both Dioceses to oversee and manage Church of England Education. This paper supports the growth of Multi-Academy Trusts, whilst also recognising the challenges for some of our schools who currently sit outside this structure, particularly those who are tiny and rural, and the responsibility for our trusts who are committed to long term growth to support them. [See the full report here.](#)

Working in partnership with the Regional Schools Directorate, Multi-Academy trusts, professional and statutory bodies, local churches and communities across both Dioceses, the Boards of Education seek to fulfil their vision, alongside fulfilling its wider legal obligations as defined in the DBE Measure (2021). Most recently, the Boards, supported by the Director of Education, have been evaluating the current landscape and the challenges experienced by our school leaders, especially regarding those in disadvantaged or financially challenged areas. We are currently developing a renewed vision for Education across our dioceses and the Diocesan Assistant Director of Education will play a key role in the implementation of this vision.



# The Role of the Diocesan Assistant Director of Education

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## Key Responsibilities

1. Work closely with key stakeholders to ensure the development of Christian distinctiveness and standards in Church of England schools and academies across the dioceses.
2. On behalf of the Diocesan Board of Education to act as the conduit between Church schools and academies and the National Society for Education in relation to the Statutory Inspection of Anglican & Methodist Schools (SIAMS).
3. Take strategic responsibility and deliver CPD and training sessions for Church schools and academies including the management and monitoring of staff and external trainers who lead the sessions.
4. Be the strategic lead for Church schools on the changing requirements of the SIAMS Inspection process and provide support for self-evaluation processes to aid improvement.
5. Represent the Director of Education for the appointment and induction process for Senior Leadership posts within Church schools and academies including Headteachers and Principals.
6. Lead and manage a range of key events and Diocesan wide projects for Church Schools as required.
7. Attend or appoint substitutes for the Standing Advisory Councils for Religious Education (SACRE) and ensure that the views of the Church of England are represented on these bodies.
8. Assist in the management and allocation of tasks to the team of consultants and school improvement partners and, where appropriate, the recruitment of associates.
9. Work as part of the Education team, representing its needs to schools and academies under the direction of the Director of Education.
10. To provide support for the Director of Education and represent the Joint Education Team on occasions when the Director of Education is unable to attend.
11. Maintain professional development and current knowledge on policy, guidelines and recommendations for schools and academies.
12. To assist in the formulation, operation, management and control of the budget allocation in relation to the areas outlined above. To monitor progress and evaluate the impact of such strategies and report the findings to key stakeholders.

## Person Specification

CRITERIA	HOW ASSESSED
<b>ESSENTIAL</b>	
<b>QUALIFICATIONS AND TRAINING</b>	
University degree and Qualified Teacher Status (QTS or equivalent)	A
Evidence of recent appropriate continuing professional development applicable to the role	A
<b>EXPERIENCE / KNOWLEDGE</b>	
Proven track record of working successfully in a senior educational context (for example, as a Headteacher or senior leader) securing school improvement and change, thereby demonstrating credibility	A/I/R
Knowledge, understanding and support (or able to demonstrate a clear commitment to developing knowledge, understanding and support) for the ethos and Christian Distinctiveness of Church schools and academies	A/I
Passion for ensuring equity and diversity in schools– being a champion for our most vulnerable pupils, including those with SEND or disadvantaged	A/I
Experience of Mental Health and Wellbeing strategies in schools	A/I
An in-depth understanding of SIAMS (or willingness to complete additional training) and how to support Church school leaders through inspection process.	A/I
Strong understanding of the current educational landscape and ability to support and challenge schools through the Ofsted inspection process	A/I
Experience of building partnerships which impact on the culture of an organisation/school	A/I/R
Experience of managing change in a supportive way that takes staff wellbeing into account	A/R
Experience of delivering training in a variety of formats across a breadth of areas	A/I
Knowledge of how to effectively shape a distinctively Christian vision and experience of how this can be implemented effectively	A/I
<b>SKILLS &amp; PROFESSIONAL ATTRIBUTES</b>	
Ability to plan and act strategically and collaboratively, whilst delivering requisite outcomes	I
Ability to articulate how spirituality and Christian vision apply to schools in the context of the Church of England’s vision for education.	A/I/R
Strong work ethic and a flexible approach	R
Resilient and able to manage change effectively	A/I/R
Confidential and acting with integrity	R
Excellent interpersonal and communication skills with a range of stakeholders, in a range of contexts, inspiring others and instilling confidence	I
Ability to draw up policy documents, reports and briefings	A

Ability and commitment to work flexibly, modelling and promoting an inclusive and collaborative culture where the diversity of individual backgrounds and experiences are celebrated, valued and respected	A/I
Ability to motivate others, recognise their strengths and empower them to respond constructively and objectively to critique and challenge	I
Excellent oral and written communication skills	I
IT literacy and competence, including an understanding and appreciation of new technologies and social media, such as AI.	A/I
<b>PERSONAL ATTRIBUTES</b>	
A passionate commitment to the role of the Church of England in education	I
An ability to support school leaders and articulate how leadership is underpinned by Christian ethos and values.	I
Able to establish credibility quickly, inspire trust and confidence, and establish a culture of high expectations	I
A passion for the flourishing of children and young people	I/R
Ability to exercise leadership in the context of the role, and within the context of the Church of England	A/I/R
Ability to make difficult decisions and disagree well	I
A holder of a current driving licence and access to own suitable transport	A
Ability to travel across the dioceses and visit schools on a regular basis	A
Satisfactory enhanced DBS check	R
<b>DESIRABLE</b>	
Qualified SIAMS inspector (or willingness to train as an one)	A
Qualified OFSTED inspector	A
Experience as an RE/Collective Worship or SIAMS lead in a school	A
Experience of governance beyond the role of a Headteacher	A

## Terms of Employment

<b>Job Title</b>	Diocesan Assistant Director of Education
<b>Employer</b>	Joint Education Team LLP (jointly with the DDBF and NDEB)
<b>Line Manager</b>	Diocesan Director of Education
<b>Accountable to</b>	Joint Education Team LLP Management Committee (on behalf of the Diocesan Boards of Education for Durham and Newcastle Dioceses)
<b>Responsibility for</b>	Church School Distinctiveness & Effectiveness
<b>Location</b>	The role will be based in Church House, North Shields; however, this role mostly requires the postholder to be working in schools across both dioceses. There is a requirement to travel across both dioceses. We offer a hybrid working policy that enables staff to work from home, or remotely, subject to line management agreement and operational requirements when completing administrative tasks.
<b>Contract</b>	Permanent
<b>Probationary Period</b>	6 months
<b>Notice Period</b>	3 months
<b>Pension</b>	15% employer contribution or option to remain in teachers' pensions
<b>Salary</b>	£61,800 (dependent on church or teachers' pensions, for further clarification please contact us).
<b>Hours</b>	This is a full-time role of 35 hours per week and will include attendance at some evening and weekend meetings and events. Applications for flexible working will be considered under our flexible working policy for part-time working.
<b>Working Pattern</b>	To be negotiated
<b>Travel Expenses</b>	Travel and other working expenses paid
<b>Safeguarding</b>	An enhanced DBS disclosure will be required
<b>Right to work in the UK</b>	The successful applicant will need to provide proof of the right to work in the UK prior to taking up the role

We aim to be an inclusive, welcoming, and caring employer that puts wellbeing at the heart of what we do. For more information on working with us and our other staff benefits, [see here](#).



## The Application Process

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Applications should be submitted online here or via the link on our [website here](#), by midnight on Tuesday 19/05/2026

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Shortlisting will take place on Wednesday 20/05/2026. We will email all applicants to let them know the outcome of their application.

If shortlisted, will be invited to a carousel of interview activities and formal interviews on Friday 22/05/2026 at Church House, St John's Terrace, North Shields NE29 6HS.

Timings and detailed arrangements for invited candidates will be provided as well as assistance with the cost of necessary travel and accommodation.

For an informal conversation before applying, or if you have any queries, please email the Director of Education (DDE), David Akers at [david.akers@drmnewcanglican.org](mailto:david.akers@drmnewcanglican.org) or the DDE, PA and Team Administrator Sharon Betham at [sharon.betham@drmnewcanglican.org](mailto:sharon.betham@drmnewcanglican.org)

