# Hub Facilitator Expression of Interest Form

#### General Guidance

This form is set out in two sections. Once you have completed section 1, the form should be emailed to your line manager to complete the reference section. They should then submit the form on your behalf. The contract will be with the organisation you work for, and the time you give will be payable to your employer to backfill your time.

#### Please see job description for details of Facilitator requirements and ensure that you evidence these through your statement.

#### Headteacher, Executive Headteacher, CEO or Chair of Governors reference

You are required to provide a reference from your Headteacher, Executive Headteacher, CEO or Chair of Governors that supports your application and validates both your eligibility and capacity to perform the role, including time commitment.

#### Section 1

**Application form** *(to be completed by the applicant)*

**Applicant details**

|  |  |
| --- | --- |
| **Your title** |  |
| **First name** |  |
| **Surname** |  |
| **Role** |  |
| **School** |  |
| **Organisation/Trust****(if applicable)** |  |
| **Phone number** |  |
| **Email address** |  |
| **Phase**  |  |
| **Name of referee** |  |

#### Please indicate which programme you wish to facilitate:

|  |  |
| --- | --- |
| **Early Career Framework/Early Career Teacher Programme** |  |
| **NPQ: Leading Behaviour and Culture** |  |
| **NPQ: Leading Teaching** |  |
| **NPQ: Leading Teacher Development** |  |
| **NPQ: Leading Literacy** |  |
| **NPQ: Senior Leadership** |  |
| **NPQ: Early Years Leadership** |  |
| **NPQ: Headship** |  |
| **NPQ SENCO** |  |

#### Please indicate your preference

|  |  |  |  |
| --- | --- | --- | --- |
| **Co-facilitator** |  | **Solo facilitator** |  |

#### Statement

Please tell us why your skills, experience and expertise qualify you for the role of Hub Facilitator, providing evidence of how you meet the criteria in the job description.

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#### Section 2

**References** *(to be completed by the Headteacher, Executive Headteacher, CEO or Chair of Governors)*

Please review the accompanying job description and person specification.

Hub Facilitators are high-performing colleagues who will engage others and act as an advocate for the hub’s vision and values. All applicants must meet the essential criteria to be accepted as a Hub Facilitator.

Each application is anonymously assessed against eligibility criteria. We therefore ask referees to take this into account when making a decision to recommend an applicant for the role.

**Details of the Headteacher, Executive Headteacher, CEO or Chair of Governors**

|  |  |
| --- | --- |
| **Name** |  |
| **Confirmation of role** |  |
| **Trust/school name** |  |
| **Email address** |  |
| **How long have you known the applicant?** |  |

1. Please confirm the applicant’s current role.

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1. **Please evidence in the box below how you consider the applicant meets the criteria in the job description, including their:**
* **impact on the quality of education and student outcomes**
* **leadership experience**
* **mentoring/coaching skill and experience**
* **facilitation of professional development (remotely and face-to-face)**

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**3. Do you support this application and agree to the applicant being released from the school for a mutually agreed allocation of time?**

Yes [ ]  No [ ]

Thank you for taking the time to complete this form.

**The application will not be considered until this process has been completed.**

In accordance with the Data Protection Act, the applicant you are providing a reference for has the right to view the reference, should he or she ask to do so. Please do not include any information that you would not be happy to discuss with the applicant as part of a professional conversation.

#### Please return this form to:

Email:info@exchangeteachinghub.org.uk