

Job Description

JOB TITLE:	College Principal – Curriculum and Quality
GRADE:	£80,000 (spot salary)
HOURS:	Full-time
REPORTS TO:	Deputy Group Principal
CAMPUS:	All sites
JOB PURPOSE:	The Principal will play a leading role in shaping and delivering curriculum strategy, quality assurance and curriculum reform aligned with employer needs and government priorities. This role will also champion the WFCG's commitment to excellence, equity, and student success.

Main Duties

1. Strategic leadership and student experience.
2. Curriculum Development
3. Safeguarding and wellbeing.
4. Operational and people management.
5. Stakeholder engagement.
6. Quality, compliance and risk management.

1 Strategic Leadership and Student Experience

- Provide strategic leadership for curriculum planning, delivery and quality assurance across the College to ensure the curriculum is responsive, dynamic and meets the needs of all stakeholders.
- Lead on internal quality assurance systems to drive improvement in teaching, learning and student outcomes.
- Ensure the development and implementation of robust tracking and monitoring systems for performance, including KPIs and learner outcomes.

- Act as a key advisor and deputy to the Group Deputy Principal when required, taking responsibility for corporate leadership.
- Work with the Group Vice Principal to ensure the delivery of a safe and supportive learning environment for all students.
- Promote equality, diversity and inclusion across WFCG and ensure policies and practices reflect these values.
- Ensure an inclusive and empowering staff culture that champions high standards, professional development, and staff wellbeing.

2 Curriculum Development

- Oversee the evaluation and development of curriculum by department and subject sector area, ensuring relevance to the needs of learners, employers and the local and regional economy.
- Coordinate employer boards and sector boards to gather employer feedback and ensure curriculum alignment.
- Lead on the embedding of continuous improvement, performance management, and a culture of excellence in curriculum delivery.

3 Safeguarding and Wellbeing

- Ensure all safeguarding policies and procedures are effectively implemented across the college.
- Foster a college environment that prioritises the safety, welfare, and mental health of all students. This includes ensuring that the college environment is inclusive and supportive, addressing the needs of all students.
- Ensure all staff attend appropriate safeguarding training.

4 Operational and People Management

- Provide visible leadership and line management to senior curriculum and quality leaders.
- Manage and allocate resources efficiently and effectively to maximise curriculum impact and student success.

5 Stakeholder Engagement

- Build and maintain strong partnerships with employers, regional agencies and other external stakeholders to support the skills needs of the community and the labour market.
- Lead on stakeholder engagement alongside the Group Deputy Principal and Vice Principals, acting as a visible ambassador for WFCG in external partnerships.

6 Quality, Compliance and Risk Management

- Lead on curriculum and quality audits, inspections (Ofsted, external reviews) and self-assessment processes, securing strong judgements.
- Draft reports and papers for the Board of Governors and relevant committees on curriculum and quality matters.
- Ensure compliance with legislative, regulatory and safeguarding requirements.

7 General Duties

- Promote a teaching, learning and working environment that is free from discrimination, harassment and bullying and where all students and staff feel safe to express their individuality.
- Be responsible for safeguarding and promoting the welfare of students.
- Maintain student morale and discipline within the college site.
- Through CPD ensure you keep up to date with relevant industry and academic development.
- Conduct yourself whilst undertaking college duties within the parameters of the Group's values.
- Any other duties commensurate with the level of responsibility within the Group.

NOTE

This post is not exempt from the Rehabilitation of Offenders Act 1974. For further details on our policy on the Recruitment of Ex-Offenders can be found [here](#).

PERSON SPECIFICATION – COLLEGE PRINCIPAL

	Essential	Desirable	Source of Evidence
EDUCATIONAL AND PROFESSIONAL QUALIFICATIONS			
L5 Teaching qualification (or working towards) or degree	X		AF
L2 English	X		AF
L2 maths	X		AF
Coaching or mentoring qualification		X	AF
EXPERIENCE			
Significant senior leadership experience in curriculum and quality within further education (FE) or sixth form (SF) or a comparable education setting	X		AF / IV
Proven track record of driving improvements in teaching, learning and assessment	X		AF / IV
Demonstrable success in designing and delivering curriculum responsive to employer needs and regional skills priorities	X		AF / IV
Extensive experience of external inspection frameworks (e.g. Ofsted) and a record of securing positive inspection outcomes	X		AF / IV
Experience of building successful partnerships with external stakeholders including employers, Local Enterprise Partnerships (LEPs) and regional skills boards.	X		AF / IV
SKILLS, KNOWLEDGE AND ABILITIES			
Strong understanding of quality assurance and curriculum development processes in line with national FE sector policy and funding frameworks	X		AF / IV
Visionary and inspiring leader with the ability to motivate teams to deliver outstanding performance	X		IV / Test
Excellent interpersonal and influencing skills with the ability to work effectively with a diverse range of stakeholders	X		IV / Test
Skilled at managing change and driving innovation in a complex, multi-site organisation.	X		AF / IV
Strong analytical and problem-solving skills with the ability to make sound data-driven decisions.	X		Test

Track record of working effectively with employer boards and curriculum advisory panels		X	AF / IV
Experience of successfully managing CRM or stakeholder engagement systems		X	AF / IV
Excellent leadership and team management skills with the ability to motivate and inspire others	X		Test
Calm, resilient and solution focused approach to problem solving and decision making	X		IV / Test
Demonstrable commitment to safeguarding, diversity and inclusion and promoting a positive learner experience.	X		IV / Test

KEY:

Evidence of all of the elements marked AF or AF/IV must be present in the application form in order to be shortlisted for an interview

All of the elements marked IV will be assessed at interview.

All of the elements marked AF/IV will also be assessed at interview.

All or some of the elements may be assessed by the Test/Presentation