

Job Description

Job Title:	Director - Construction Technical Excellence College (CTEC)
Responsible to:	Group Principal – University and Professional Development
Functional Liaison with:	Senior Leadership Team, Employer Partners, Skills England, FE and HE Partner Colleges, Regional Construction Employers, Professional Bodies
Main Purpose:	Provide visible, strategic leadership and operational oversight for the development, growth and sustainability of a cross-regional Construction Technical Excellence College (CTEC). Lead the design and delivery of employer-led, industry-relevant technical education across pre-employment, apprenticeships and CPD, ensuring CTEC is a recognised regional and national centre of excellence that meets labour market, infrastructure and housing project needs. The Director is accountable for strategy, quality, employer partnerships, commercial sustainability, governance, staff development and delivering measurable social and economic impact.

Main Duties and Responsibilities

The following duties are not shown in order of priority or frequency, nor is the list comprehensive, but rather an indication of the type and level of duties expected of the post.

- **Strategic Leadership & Vision**
 - Develop, launch and execute a five-year strategic plan for CTEC aligned to national infrastructure priorities, regional economic needs and Eastern Education Group objectives. (Strategy, milestones, risk register).
 - Translate strategy into measurable operational plans, KPIs and impact measures for employer demand, learner progression, safety competence and social value.
 - Represent CTEC regionally and nationally - act as an ambassador with employers, public bodies and sector partners.
- **Curriculum, Teaching, Learning & Assessment**
 - Provide strategic oversight of curriculum design across pre-employment academies, apprenticeships, LVL4+, short courses and CPD, ensuring programmes are employer-co-designed and labour-market-aligned.
 - Embed competence management and “golden thread” principles, ensuring training maps to Building Regulations, CDM and safety-critical requirements.
 - Champion teaching excellence, high-quality assessment practice, simulated site environments and digital/off-site techniques. Promote peer review and continuous professional development for staff.

- **Employer & Stakeholder Engagement**

- Build and sustain strategic employer partnerships (contractors, SMEs, trade bodies, employer training centres) to secure curriculum input, placements, interviews and investment (levy and co-investment).
- Establish employer advisory boards, industry boards and formal feedback routes to ensure responsiveness to skills needs and endorsement of competence outcomes.

- **Assurance, Governance & Quality Improvement**

- Establish robust governance, assurance frameworks, and KPIs for progression, employer endorsement, safety compliance and learner outcomes. Lead preparation of business cases, board reports and grant/levy bids.
- Lead Quality Improvement Plans for CTEC provision with measurable actions and monitoring to raise standards year-on-year.

- **Funding, Commercial Growth & Resource Management**

- Secure diversified income streams (ESFA/Skills England funding, levy allocations, employer sponsorship, commercial contracts) and manage budgets to ensure scalability and financial sustainability.
- Ensure transparent financial governance and value-for-money decision making. Manage capital and revenue investments for facilities, mobile units and simulated site equipment.

- **Facilities & Delivery Innovation**

- Oversee delivery from high-spec workshops, simulated site facilities and digital learning environments. Expand mobile and on-site delivery models to reach learners at point of need. Embed innovative delivery (modular methods, digital construction, sustainability).

- **Regional Collaboration & Hub-and-Spoke Model**

- Implement and lead a hub-and-spoke network with FE partners and employer training centres to deliver consistent, high-quality technical training across the region. Ensure strong relationships and shared standards across partner sites.

- **Programme Delivery & Compliance**

- Oversee safe delivery of safety-critical programmes (e.g., excavation, temporary works, Building Regulations compliance) and ensure all delivery meets statutory H&S and regulatory standards. Implement reasonable adjustments and support structures to widen participation.

- **People Leadership & Organisational Development**

- Provide visible, inspirational leadership; line-manage Heads of School/Curriculum Managers; set clear expectations, succession planning and professional development programmes. Embed a culture of collaboration, accountability, wellbeing and continuous improvement.

- **Data, Impact Measurement & Reporting**

- Monitor outcomes against milestones (completions, progression, employer endorsements, job outcomes, EDI targets). Report regularly to senior leadership, governors, funders and stakeholders. Use labour market intelligence to adapt provision.

- **College-wide & Statutory Responsibilities**

- Champion safeguarding, Equality, Diversity & Inclusion (EDI) and health & safety across all CTEC activity. Promote the welfare of children, young people and vulnerable adults and ensure compliance with Group policies and statutory requirements. Support college events and Group projects as required.
- The above job description is not exhaustive, and the employee may be required to undertake any other reasonable duties in line with the general level of responsibility of the role.
- As we now operate as a collective Eastern Education Group you may be from time to time required to undertake any of the requirements of your role for any of our Group organisations.

Key Performance Indicators

- Delivery of a five-year strategy with agreed milestones and financial plan delivered on schedule.
- Employer engagement: % employers actively co-designing curriculum; volume of employer co-investment secured.
- Learner outcomes: completion, progression to employment/apprenticeship/HE and employer endorsements.
- Quality: improvements in internal QA, Ofsted/inspection readiness metrics and successful delivery of safety-critical competence standards.
- EDI & social value: measurable increases in participation from targeted under-represented groups and demonstrable social value outcomes.

PERSON SPECIFICATION

	Essential	Desirable	Measured
Education and Qualifications	- Degree or equivalent qualification in Construction, Engineering, or related discipline - Leadership or Management qualification	Project Management qualification (e.g., PRINCE2, APM)	I,A,
Knowledge and Skills	- In-depth understanding of construction competence and compliance frameworks (Building Regulations 2010, CDM, golden thread principles) - Strong strategic, commercial, and partnership-building skills - Ability to lead diverse teams and manage complex stakeholder relationships	- Knowledge of regional and national skills funding systems - Knowledge of digital construction, modular methods, and sustainability skills	A,I,P
Experience	- Senior leadership experience in the construction sector or construction education, with proven success in employer engagement and programme growth - Experience securing public skills funding or co-investment under levy models	- Experience developing SBWA or pre-employment pathways linked to guaranteed interviews - Experience embedding safety, health, and wellbeing innovations (off-site methods, wearable tech) into training delivery	A, I,
Personal Qualities	- Strong communicator, influencer, and collaborator at senior levels - Strategic thinker with commercial acumen and focus on measurable outcomes - Commitment to equality, diversity, and inclusion		A, I,
Training	- Willingness to attend and undertake relevant training and CPD - Commitment to continual professional development		A, I,

KEY: A-APPLICATION, I-INTERVIEW, P-PRESENTATION/MICROTEACH, T-TEST

Conditions of Service

1. Holidays: 30 days, plus public holidays, pro rata for part time working.
2. New appointments to the College are subject to a twelve-month probationary period.
3. Contributory pension: Local Government Pension Scheme through Suffolk County Council.
4. This College is committed to safeguarding and promoting the welfare of young people and vulnerable adults and expects all staff and volunteers to share this commitment.
5. The job description is current at the date shown; it may change from time to time in negotiation with the post holder.

We are passionate about promoting equality of opportunity and creating a working environment where diversity is recognised and celebrated and everyone has the chance to reach their full potential. Our environment is diverse in character and student population. We particularly welcome applications from candidates from Black Minority Ethnic origin and those with a disability.

Eastern Education Group is committed to safeguarding our children and young people/vulnerable adults. We uphold fundamental British Values and expect all our employees to do the same. All appointments are subject to safer recruitment checks, including previous employment checks, online searches and an Enhanced DBS Check.

General Data Protection Regulations (GDPR)

In line with national legislation, and organisational policy, all data will be processed in a fair and lawful way, for the specific purpose and not disclosed in any way incompatible with such purpose or to any unauthorised persons or organisations.

Equal Opportunities

In accordance with the Equality Act 2010 the Group operates a policy of equality and diversity which protects employees, students and people who access the Group's goods, services and facilities, from discrimination on the basis of 'protected characteristics' which include: age, disability, gender, reassignment, marriage and civil partnership, pregnancy and maternity, race (colour, nationality and ethnic or national origins.), religion or belief, sex and sexual orientation.

DBS

The successful applicant will be required to complete and obtain a standard or enhanced disclosure check (role dependant) from the Disclosure and Barring Service. The cost of processing this will be £40 (Enhanced), and you will be required to make payment online via the safeguarding website before your employment commences. Further information about the Disclosure and Barring Scheme can be found at www.homeoffice.gov.uk or by speaking to a member of the Human Resources department.

Group Character Strengths

We have eight Group character strengths that underpin all we do and we make it a priority to give our students the strength of character in order to shine above the rest when faced with employers or universities.

Not only do they apply to our students but also to our staff members and the reasons why Eastern Education Group is such a fantastic place to work.

Take a look below:

- **Resilience** – We are strong as an organisation and all teams work together to achieve. If and when we are faced with challenges we respond efficiently and effectively at all times.
- **Optimism** – We use education as a catalyst for positive social change and prosperity for the community we serve, leaving no-one behind. We want to inspire our students.
- **Curiosity** – We are a curious organisation, always trying to seek out new opportunities and ways in which we can break boundaries in the world of education.
- **Confidence** – We are confident. We believe in all that we do and we appreciate the abilities and qualities of every single staff member. We celebrate our successes and we remain sure that we will continue to lead as a provider of education.
- **Ownership** – We take responsibility for every single student and every single staff member ensuring our main goal is that everyone at the Group is happy and achieving to their full potential. Our amazing wraparound support demonstrates this perfectly.
- **Self-Control** – We are disciplined as individuals and always put the needs of our students first.
- **Ambition** – We are an ambitious organisation. We are constantly evolving as demonstrated with the new STEM Innovation Campus.
- **Respect** – We respect our staff and students alike and we put the success of our students at the heart of all that we do, preparing them for their future.