

February 2023

Dear Candidate

**Assistant Director for Inclusive Learning Services: Sandwell MBC  
Salary: £79,387 to £90,482 HAY2**

Thank you for your interest in the Assistant Director for Inclusive Learning Services post here at Sandwell Council. I am proud of the fact that children's services in Sandwell are changing. Following a successful Ofsted inspection of local authority children's services in 2022, across the partnership we are seeing continued improvements. We are ambitious for children and young people and want the very best outcomes for every child across the borough.

You will be aware from your knowledge of Sandwell or the research you have undertaken that Sandwell as a place is a borough that comprises of 6 distinct towns – we have a 2030 vision that sets out our aspirations for the borough and includes providing children and young people with the best start in life. Sandwell is a thriving, optimistic and resilient community. It's where we call home and where we're proud to belong - where we choose to bring up our families, where we feel safe and cared for, enjoying good health, rewarding work, feeling connected and valued in our neighbourhoods and communities, confident in the future, and benefiting fully from a revitalised West Midlands.

As the Assistant Director for Inclusive Learning Services you will progress our ambitions for children and young people and contribute to the strategic development of SEND/Inclusion outcomes for children.

You will lead a dedicated team and work across the entire children's system to improve the life chances of our young population.

**Michael W Jarrett MBE, Director of Children and Education (DCS)  
CHILDREN & EDUCATION DIRECTORATE**  
Sandwell Metropolitan Borough Council, The Council House, Oldbury, West Midlands, B69 3DE

Telephone: 0121 569 8338  
Switchboard: 0121 569 2200  
Email: [michael\\_jarrett@sandwell.gov.uk](mailto:michael_jarrett@sandwell.gov.uk)  
Web: [www.sandwell.gov.uk](http://www.sandwell.gov.uk)

Day to day operational control and development of the service in accordance with Council Policy and as directed by the Director of Children's Services and Education (DCS). High level professional advice to the Council, Cabinet and Elected Members on all associated service areas/functions. The Assistant Director will lead/chair corporate/public working groups and will ensure the co-ordination of cross service working.

You will lead on the strategic management of Inclusion, SEND, Fair Access and Exclusions and provide strategic leadership for operational teams focussed upon inclusion, including Educational Psychology, Special Advisory Teachers and Sensory Support.

You will have overall responsibility for the efficient management of Inclusive Learning Services and, in liaison with the Finance Officer, be responsible for the preparation of an annual business plan for the service so that potentially volatile annual budgets are managed effectively. This requires the post holder to maintain oversight of the DSG - High Needs Block expenditure and to engage with the Sandwell Schools' Forum to ensure effective management for this budget.

The successful candidate will have senior management responsibility for SEND and Inclusion Support services across Sandwell including the management and coordination of Ofsted Area Inspections, partnership working, professional knowledge of the legislation and required statutory services and therefore you will understand how to deliver effective leadership, build good stakeholder relationships and develop a strategically aligned and values based organisational culture in order to achieve high quality outcomes.

Our Values: Trust, Unity and Progress make us unique; they define how we do things and are reflected in the way we behave. They are important to us, guiding and shaping our organisational culture. Our values are key to us achieving Sandwell's Vision 2030 and also guide us when we recruit.

Yours sincerely



**Michael W Jarrett MBE**  
**Director of Children and Education (DCS)**

**Michael W Jarrett MBE, Director of Children and Education (DCS)**  
**CHILDREN & EDUCATION DIRECTORATE**  
Sandwell Metropolitan Borough Council, The Council House, Oldbury, West Midlands, B69 3DE

Telephone: 0121 569 8338  
Switchboard: 0121 569 2200  
Email: michael\_jarrett@sandwell.gov.uk  
Web: www.sandwell.gov.uk