

BRIGHTON & HOVE CITY COUNCIL

JOB DESCRIPTION

Job Title:	Education Adviser: Equality, Anti-bullying and PSHE
Reports to:	Senior Education Adviser
Department:	Families, Children and Learning
Section:	Education and Skills
Salary:	Soulbury 12 – 15 £50,541 – £54,598 pro-rata, 2 ½ - 4 days per week (negotiable)
Other details:	Your normal place of work will be determined, but you may be required to work at any Council workplace within Brighton and Hove Council or at home. This post is subject to an enhanced disclosure.

Purpose of the Job

- Strategic lead for PSHE (personal, social, health and economic education, including relationships and sex education education), leading and managing a team of school-based primary and secondary PSHE lead teachers.
- Strategic lead for equality and anti-bullying in schools, working with the local authority and wider partners to provide advice, support and challenge to primary, secondary and special schools.

Principal Accountabilities

1. To lead and co-ordinate the implementation, development and quality assurance of anti-bullying and equality practice in Brighton & Hove schools or education settings.
2. To work in partnership with the anti-racism education adviser to develop and implement the council's anti-racist education strategy.
3. To lead the development of the PSHE education curriculum with a particular focus on PSHE which promotes mental health and wellbeing, healthy relationships, safer sex, equality and supports children and young people to minimise and manage risks related to drugs and alcohol.
4. To work in partnership with colleagues and stakeholders from education settings, health, police, community and the voluntary sector to enrich approaches to PSHE, equality and anti-bullying
5. To represent the LA as appropriate in local, regional and national events.
6. To manage and monitor the PSHE, equality and anti-bullying budget in order to implement agreed priorities.
7. To work with other colleagues both internally and externally to develop and support the PSHE and citizenship curriculum in schools.
8. To provide advice and support for schools in managing anti-bullying work and to quality assure processes and systems within educational settings.

9. To plan, run and evaluate an appropriate programme of in-service support and training in support of local and national strategies.
10. To keep up to date with and disseminate relevant information about local and national strategies.
11. To provide expertise in responding to queries regarding equalities, anti-bullying and PSHE from the media, community groups and other parties.
12. To engage with children and young people with a diverse range of needs, listen and understand their lived experiences and to develop strategies in partnership with them.

Your duties will be as set out in the above job description but please note that the Council reserves the right to update your job description, from time to time, to reflect changes in, or to, your job. .

You will be consulted about any proposed changes.

The list of duties in the job description should not be regarded as exclusive or exhaustive.

There will be other duties and requirements associated with your job and, in addition, as a term of your employment you may be required to undertake various other duties as may reasonably be required.

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PERSON SPECIFICATION

Job Title:	Education Adviser: equalities, PSHE and anti-bullying
Reports to:	Head of Education, Standards and Achievement
Department:	Families, Children and Learning
Section:	Education and Skills
	Soulbury 12-15 (Adviser)

Essential Criteria

Job Related Education, Qualifications and Knowledge	<ul style="list-style-type: none">• Qualified teacher status• Knowledge of relevant equality and education legislation• A clear understanding of the current issues facing schools in their delivery of PSHE, health and wellbeing, equality or anti-bullying developments• An understanding of the contribution of PSHE, anti-bullying or equality work to health, wellbeing, standards and achievement in schools
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Experience	<ul style="list-style-type: none"> • Demonstrable evidence of successful leadership and management in PSHE, equality or anti-bullying • Experience of working in an education setting, preferably within a secondary school. • Experience of the successful delivery of staff development activities and training • Experience of implementing, evaluating and monitoring practice
Skills and Abilities	<ul style="list-style-type: none"> • An effective team worker • Committed and able to effectively engage key stakeholders, particularly children and young people in development of practice • Resilient and able to manage conflict and challenge • Organisational skills, including the ability to plan work programmes which make optimum use of available resources, especially time, and work under own initiative • Ability to manage staff and budget within resource constraints • Good interpersonal skills and the ability to communicate effectively and relate to LA colleagues, Headteachers, teachers, governors and other agencies in a variety of roles and settings
Equalities	<ul style="list-style-type: none"> • To be able to demonstrate a commitment to the principles of Equalities and to be able to carry out duties in accordance with the Council's Equalities Policy • To demonstrate a commitment to anti-racist practice and the Council's pledge to be an anti-racist organisation

