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**Evidence Lead in Education (ELE)**

**Application and Reference Form**

**Summer 2021**

**General Guidance**

This form is set out in two sections. Section 1 is to be completed by you, the applicant, and section 2 is to be completed by your referee. There is a 300-word limit for all answers. Once you have completed section 1, the form should be emailed to your referee to complete the reference section before you submit the document to Doncaster Research School [researchschool@partnersinlearning.org.uk](mailto:researchschool@partnersinlearning.org.uk). This will complete the application process.

It is strongly advised that applicants refer to the eligibility criteria before completing their application.

**Reference**

It is important that a Headteacher, Chair of Governors or a Trust CEO endorses the applicant’s intention to apply for the role of an ELE. You are therefore required to provide a reference that supports your application and validates your eligibility, capacity and relevant experience to perform the role.

The deadline for completed application forms is 5pm on Tuesday 8th June 2021.

Shortlisted candidates will be invited to interview on either 22nd or 23rd June 2021 (interviews will take place remotely via Zoom).

Submissions made after the application closing date will not be considered.

**Section 1**

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

**Applicant Details**

|  |  |
| --- | --- |
| **Title** |  |
| **Surname** |  |
| **First Name** |  |
| **Teacher Reference Number (TRN)** |  |
| **Role** |  |
| **School** |  |
| **Address** |  |
| **Phone** |  |
| **Email** |  |

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| --- | --- |
| **School Phase** |  |

**Eligibility Criteria Confirmation**

a) Do you hold a leadership role or responsibility within your school?

Yes  No

b) Please indicate how long you have been in this role. If less than two years, please provide details of your previous leadership role or responsibility and include the name of the school where the role was held.

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**Your skills** Please indicate your skills and experience by grading yourself on the table below:

1=Starting out 2= Deepening 3=Embedding

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| --- | --- |
| **Skills & Experience** |  |
| Regularly implement evidenced-based strategies within your own classroom. |  |
| Have a successful track record of working effectively with teachers and leaders within your own school and / or across a group of schools. |  |
| Have experience of successfully using coaching skills to bring about sustainable improvements. |  |
| Have experience of successfully developing and facilitating CPD at whole school level / across a group of schools. |  |
| Have an understanding of what constitutes evidence-informed school improvement and the ability and confidence to communicate this. |  |
| Have an analytical approach in identifying and prioritising needs. |  |
| Have the ability to set and establish new and innovative working practices. |  |
| Have excellent communication and interpersonal skills. |  |

**In your response to the following questions, please make reference to the criteria above.**

**Question 1**

What **motivates** you to participate in evidence-informed system leadership and school improvement?

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### Question 2

Please outline the **significant impact of your contribution** as a leader in supporting practitioners and leaders in your own school or other schools. Please provide a clear example of a time when you have significantly **challenged, collaborated, motivated and/or inspired** colleagues to establish new, innovative working practices.

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**Question 3**

Please provide examples of where you have delivered CPD and have worked sensitively and collaboratively with colleagues using **coaching or facilitation skills.**

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### Question 4

Please provide details of research activities or evidence-based practice that you have developed, led or contributed to.

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### Question 5

Please give examples of where your practice has been cited and / or performance outcomes you have been accountable for have been commented on (e.g. excerpts from Ofsted reports, other external reports, in-school evaluations, appraisal documentation etc).

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**Section 2**

**Reference (to be completed by Headteacher, Chair of Governors or Trust CEO)**

ELEs are outstanding leaders, with at least two years’ experience and have excellent knowledge of evidence informed practice. Their role is to support individuals and teams in other schools by providing high-level coaching, mentoring and delivering evidence-based CPD, drawing on their knowledge and expertise.

All applicants must meet the criteria to be accepted as an ELE. Each application is rigorously assessed against the eligibility criteria (see below). We therefore ask referees to take this into account when making a decision to recommend an applicant for the role.

**Referee Details**

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| **Name** |  |
| **Confirmation of role** |  |
| **School name** |  |
| **Email address** |  |
| **How long have you known the applicant?** |  |

**1a. Please confirm the applicant’s current role.**

**1b. Has the applicant held a leadership responsibility within your school for at least two years?**

Yes  No

**2. Please provide a supporting statement in the box below on how you consider the applicant meets the following eligibility criteria:**

**The applicant has:**

* Regularly implemented evidenced-based strategies within their own classroom.
* A successful track record of working effectively with teachers and leaders within school and / or across a group of schools.
* Experience of successfully using coaching skills to bring about sustainable improvements.
* Successfully developed and facilitated CPD at whole school level / across a group of schools.
* An understanding of what constitutes evidence-informed school improvement and the ability and confidence to communicate this.
* An analytical approach in identifying and prioritising needs.
* The ability to set and establish new and innovative working practices.
* Excellent communication and interpersonal skills.

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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? This will be a minimum of 6 days per academic year.**

Yes  No

**4. Please tick a box below to indicate which statement matches your support for the applicant:**

1. I recommend this person unreservedly to undertake the role of an ELE
2. I recommend this person for the role of ELE, but with support
3. I am unable to recommend this person for the role of ELE

**5. Additional comments**

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Thank you for taking the time to complete this form.

If you have any queries regarding this application, please refer to the guidance for further help and support.

**Please submit this application to Doncaster Research School:** [**researchschool@partnersinlearning.org.uk**](mailto:researchschool@partnersinlearning.org.uk) **by 5pm on Tuesday 8th June 2021.**