



STAFF RECRUITMENT



CONTENTS



INTRODUCTION
FROM THE
GENERAL
SECRETARY



ABOUT
ASCL



WORKING
AT ASCL



MISSION



BENEFITS
AT ASCL



JOB
DESCRIPTION

INTRODUCTION FROM THE GENERAL SECRETARY

ASCL is a great place to work for everyone – an organisation that is involved in an important mission on behalf of our members and ultimately the UK's children and young people. We want this sense of moral purpose to underpin our work.

We also want every one of our staff team to feel that we are a collegiate, caring organisation, where we aim to harness people's skills and talents, provide professional enrichment, and don't always take ourselves too seriously.

Although we represent school, college and trust leaders, we aren't a school, and we don't need to feel that we are organised or run like one. Instead, we aim to give emphasis to flexible working, creative use of digital technology, an openness to new ideas, and a sense that every employee – whatever your role – contributes directly to the ongoing success of ASCL's various roles.

That commitment to a modern, enlightened 'people strategy' is, of course, underpinned by transparent processes and procedures, a clear set of values and expectations, and systems that help us to deal with situations that go wrong. Our employee handbook sets out who we are and how we do things, and we encourage our staff to say if they see areas where we could do things better or differently. As an organisation involved in leading learning, we need to keep learning ourselves on how to improve. And that will only happen in a culture of mature, open-minded self-evaluation and improvement.

I hope you find this informative and useful and you're excited with the prospect of joining the team here at ASCL.



ABOUT THE ASSOCIATION OF SCHOOL AND COLLEGE LEADERS (ASCL)

ASCL is the leading professional association and trade union for all school, college and trust leaders. We are proud to support and represent over 24,000 leaders in primary, secondary and post-16 education from across the UK.

Our members are responsible for the education of more than four million young people and children. We work to shape national education policy, provide advice and support to our members and deliver first-class professional development.



WORKING AT ASCL

We are a confident and forward-looking organisation and pride ourselves on being a trade union with the human touch, supporting our members and staff with integrity and compassion.



EQUALITY, DIVERSITY AND INCLUSION

ASCL is committed to equality of opportunity for all our staff. We encourage applications regardless of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex or sexual orientation. The ethical and business case of ensuring our workforce is representative of wider society is at the heart of what we do.

ABOUT ASCL

Yesterday

The Association of School and College Leaders (ASCL) was formerly known as the Secondary Heads Association (SHA) and formed in 1977 on the amalgamation of SHA and the Headmasters and the Headmistresses Association. These two associations were founded in the 19th century.

We spent our first 11 years in London and relocated to Leicester in 1988. The staff then consisted of two professional officers, four support staff and two part-time field officers.



Today

We are a leading professional body representing over 24,000 school, college and trust leaders in all phases across the UK. Our members are responsible for the education of more than four million young people. We work to shape national education policy, provide advice and support to members and deliver first-class professional development.

What we do today is guided by our mission, vision and values.



MISSION

Our mission statement summarises why we exist:

“We enable school, college and trust leaders to provide the best possible education to children and young people. We provide advice and support to our members, work to shape national education policy and deliver first-class professional development”.

VISION

Our vision statement describes what we want to be:

“To be the trade union and professional association of choice for all school, college and trust leaders”.

VALUES

Our values summarise what we believe in and how we will behave:

“We are bold, principled and authoritative”.

You can read more about what we stand for in our termly members’ magazine here: www.leadermagazine.co.uk



BENEFITS OF WORKING AT ASCL



- Annual leave in excess of statutory entitlement (plus bank holidays).
- Pension membership of a choice of two defined-contribution schemes, both with a very generous ASCL contribution.
 - Employee discount on advice from Lighthouse Group Financial Solutions.
 - ASCL pension scheme members' individual annual review, paid for by ASCL (subject to availability).
- Employee Assistance Programmes (EAP) – provides all staff with access to telephone and counselling support, occupational health and an online health assessment.
- Affordable healthcare (Benenden Health) and discount scheme via opt-in plus £50 employee contribution per annum.
- Cashback reward scheme and discounts – gym membership, cinema and restaurants.
- Ex gratia payment of up to £50k for death whilst in service up to state pension age (subject to Finance Committee approval).
- Flexible and remote working is available, subject to manager approval.
- Financial support for professional qualifications.
- Financial contribution towards glasses, if required for screen work (contact the Workplace and Facilities Manager).
- Flu jab offered to all staff and funded by ASCL.



Association of School and College Leaders

2nd Floor, Peat House, 1 Waterloo Way, Leicester LE1 6LP

0116 299 1122 | info@ascl.org.uk | ascl.org.uk | [@ASCL_UK](https://twitter.com/ASCL_UK)