



Job Description: Principal Development Lead (Secondary Science)

Reports to: Head of School Support

Direct reports: N/A

Start date: September 2026

Contract: Fixed term contract (1 year), 37.5 hours per week; part-time or term-time applications also welcome.

Location: White City, West London with one core office day (Mondays). Regular travel to schools required.

Salary: £45,000 - £55,000 (depending on experience)

Purpose of role

The Principal Development Lead (Science) will be a senior representative of the school development team, bringing high credibility and gravitas and building strong relationships with important partners. They will build and maintain relationships with the senior person responsible for science in key accounts (usually Multi Academy Trusts) and work as part of the broader key account management team to ensure high levels of satisfaction and retention. They will be the first port of call for the partnerships team to represent the programme in webinars and other sales and marketing interactions. They will also build and maintain relationships with a network of external Development Leads, ensuring that they feel a valued part of the extended Ark Curriculum Plus family and represent us well as an organisation.

Who we are

Ark Curriculum Plus is a not-for-profit education venture. Our mission is to empower teachers to give every young person, regardless of their background, the subject knowledge and skills that will allow them to succeed. We believe that great curriculum design and delivery lead to improved teaching and learner outcomes, which impacts positively on children's life chances.

Our commitment is to empower and equip schools to provide high quality subject teaching, through curriculum and integrated professional development, in order to develop young people's subject mastery.

We are grown out of one of the highest performing Multi Academy Trust's in the UK. Our connection with Ark gives us our experience and our specialist expertise earned while we developed and taught curriculum across our own network of 37 successful academies in the UK.

Our programmes, including Mathematics Mastery and English Mastery, are now used by over 500 schools in the UK, including the 37 schools in the Ark network, and last year, 93% of the schools that joined us continued with the programme. Having pioneered the mastery



approach and been recognised by Ofsted, we also influenced the adoption by the Department for Education of a mastery approach to teaching mathematics. It has been proven through independent impact trials that learners on our programmes make additional months' progress.

Scope of job

Reporting to the Head of School Support, the role holder will manage important relationships for the Science programme both with MATs and with external delivery partners.

Where possible, the role holder will be assigned as the Development Lead for some or all schools within key accounts (usually Multi Academy Trusts). They will hold our relationship with the person responsible for Science in the Multi Academy Trust, and they will work with other relationship managers for that key account to ensure a joined-up experience and build a strong partnership, to drive high levels of satisfaction and retention.

They will also manage our network of external Development Leads, and other partners delivering training and PD or school development support on the Science programme where applicable. They will build strong relationships, managing individual relationships and comms with the pool as a whole to ensure that external Development Leads feel valued and represent the organisation effectively. They will also have responsibility for recruitment, training and quality assurance to ensure that resourcing needs are met and that the programme fidelity and organisational values are maintained as the organisation grows and expands geographically. The role also encompasses budget management and contracting and invoicing processes.

In addition, they will have usual Development Lead responsibilities, being responsible for ensuring that schools allocated to them have a good experience and get the support they need to implement the programmes successfully and always maintaining high professionalism as a representative of Ark Curriculum Plus.



Key Responsibilities

Senior management

- As part of the senior management of the School Development team, contribute to the shape of delivery and new ways of working across the programmes
- Lead on identified pan-programme delivery projects
- Contribute to and implement the Science programme strategy

Key account management

- Establish a strong relationship with the person responsible for science in key accounts (usually Multi Academy Trusts), seeking to understand their priorities and build confidence
- Work closely with colleagues managing other relationships within the same key account, as part of a key account team, to build a stronger partnership and to ensure a joined-up and high-quality experience for our strategic partners
- Be proactive in identifying viable opportunities to strengthen the partnership and drive high levels of satisfaction and retention
- Oversee the production of any bespoke PD and training where agreed with strategic partners, using existing resources as a starting point where this can drive greater efficiency, whilst ensuring it meets their particular needs
- Proactively seek specific feedback from MAT key accounts to help shape our programme strategy, school support and PD content and sales messages, and ensure this is captured and disseminated

Delivery partners

- Set and implement a comms plan for external Development Leads on the programme, ensuring they feel a valued part of our extended family and motivated and briefed to represent us in a positive light
- Manage the external Development Lead pool, working to understand need and capacity in order to identify upcoming gaps
- Conduct search and interview/selection processes where necessary
- Develop and deliver training for external Development Leads to ensure a consistent high standard of delivery
- Implement broader quality assurance measures with external DLs to ensure internal and external delivery achieves the same high quality and to identify and address any gaps
- Manage school allocations to external Development Leads in a way that captures both individual strengths/fit with partner school contexts and also operational efficiencies, working closely with colleagues managing internal school allocations, and endeavoring for external Development Leads to perceive this as a fair process and feel well treated
- Provide ongoing “line management” of external Development Leads, overseeing their activity and supporting them with challenges they face in their work for us and helping them to continue to develop their practice
- Manage external Development Lead budget and handle contracting, purchase order and invoicing processes
- Ensure feedback and customer insights from external Development Leads and other delivery partners are captured and feed into ongoing programme development



- Where we have other delivery partners providing school development support, play an equivalent relationship management, contract management and quality assurance role with them

Broader programme representation

- Be the first port of call for the partnerships team to support partnerships initiatives including leading webinars or information sessions

School Development Support

- Engage with ongoing PD and sector thinking, keeping up to date with sector developments, legislative changes and innovative practice in your subject and in curriculum development and PD delivery as a whole, and sharing valuable insights with the broader team
- Maintain a strong understanding of the Science programme in order to offer high quality training, PD and support in the programme
- Deliver training and PD where required to an excellent standard in line with internal guidelines
- Provide one-to-one school development support across a portfolio of partner schools, ensuring they are supported to implement our programmes successfully to gain the intended immediate and longer-term impact
- Build and maintain positive relationships with partner schools to drive high levels of school retention, ensuring proactive, effective and timely communication and follow-up
- Share customer feedback (both positive and negative) through formal channels and capture customer insights informally with the Senior Manager for Delivery for the programme
- Be proactive in flagging areas where schools are uncertain and additional guidance or clarification is needed
- Be on the look out for case studies or other exemplification from our partner schools that can further demonstrate our impact or enhance our training and PD offer
- Manage your time and the scheduling of school support to efficiency in line with the effective management of the charity's financial resources
- Ensure expenditure and expenses are kept within plan and processed in line with policy and procedures
- Keep Salesforce and other records updated as required, tracking agreed measures and coordinating with schools as necessary to support external evaluations or impact studies

Relationship with wider organisation

- Contribute to the development of the overall programme strategy and structure through cross-functional working and collaboration, especially by feeding back relevant insights gathered from schools to the design and partnerships teams
- Make any spare capacity known as far as in advance as possible, offering this to the Head of Programme Design (Science) to reduce freelancer design spend where possible/practical
- Proactively support broader partnerships team priorities, including identifying up-sell and/or cross-sell opportunities and flagging these to the partnerships team, or identifying potential case studies and endorsements
- Support sales and renewals conversations as requested



General

- Identify and carry out any other duties which fall within the scope, spirit and purpose of the post as requested

Person Specification

Attributes

- Vision aligned with Ark Curriculum Partnership's high aspirations and expectations of self and others
- A strong and proactive communicator with a collaborative working style
- Team worker, with demonstrated ability to work cross-functionally
- Bringing gravitas, with ability to convey confidence and credibility with senior external stakeholders in your area of expertise
- Excellent influencing skills, with consistent track record of building strong relationships
- Demonstrates resilience, motivation and commitment

Experience, knowledge and skills

- Understanding of the education landscape and issues affecting education
- At least five years' teaching experience across at least two key stages
- A proven record in delivering outstanding achievement in Science, particularly for pupils with low prior attainment in challenging urban schools
- Up-to-date knowledge and use of the current curriculum and assessment requirements and best practice in implementation and delivery of professional development
- Record of successfully leading change in a school context
- Track record of providing professional development to teachers, including coaching, mentoring and training
- Experience of managing a budget and managing resourcing
- Regular and on-going engagement with training and personal development

Qualifications

- Educated to degree level
- Qualified to teach in the UK and qualified to degree level
- Subject specific qualification/further study desirable
- Right to work in the UK