

Burnley
College



Candidate Brief

DEPUTY PRINCIPAL
Burnley College

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June 2026

Introduction

Thank you for your interest in becoming the next Deputy Principal (Curriculum and Quality) at Burnley College.

This is a pivotal moment in our college's journey, and the appointment of a new Deputy Principal is the next vital step in ensuring the continued success of our College. We are a college deeply rooted in our community and committed to excellence, inclusion and opportunity for all, and we are determined to build on the strong progress we have made. On behalf of the Board, I want to assure you that you would be joining an organisation with an engaged, strengthened governing body, fully committed to supporting its leaders to succeed — and we are seeking a leader who shares our commitment to the highest standards of quality, integrity and governance.

David Brown

Chair of the Governing Board
Burnley College

It's an exciting time to join Burnley College. As Principal and Chief Executive since earlier this year, I'm looking for an exceptional leader to join our committed senior team and drive the next phase of improvement with me.

As Deputy Principal (Curriculum and Quality), you will take strategic ownership of our academic and support provision, leading curriculum, teaching, learning and quality across the college: raising standards, sharpening our self-assessment, and making sure every learner experiences consistently high-quality teaching and the support they need to achieve beyond their potential. You will line-manage our Vice Principals, act as the college's nominee for inspection, and deputise for me when needed.

Our most recent Ofsted monitoring visit recognised the strong, early progress we have made, and there is more to do. You will be joining at a defining moment, and I am looking for someone passionate about building futures and changing lives, a values-driven leader who puts learners, communities and colleagues at the heart of every decision, and who will be a visible, credible presence across the college.

If you are ready to lead with purpose and deliver real impact for our students and our community, I would be delighted to hear from you.

Jason Faulkner

Principal and Chief Executive
Burnley College



Burnley College

At Burnley College, we are passionate about the success of our students, and our staff are key to creating a culture of excellence. We aspire to be world-class and are nationally recognised for our specialisms.

Our mission at Burnley College is to 'Build Futures and Change Lives' through excellent education that raises aspirations and motivates our communities into employment that benefits them, as well as the economy. We achieve this through our Strategic Objectives, which are reviewed annually, and our Goals which Governors hold the college accountable to.

Burnley College is a large single campus General Further Education college (T/O £50m) located in Burnley and serving communities in Lancashire and its surrounding areas, including Cumbria, Yorkshire, Derbyshire, Greater Manchester, Cheshire and Merseyside.

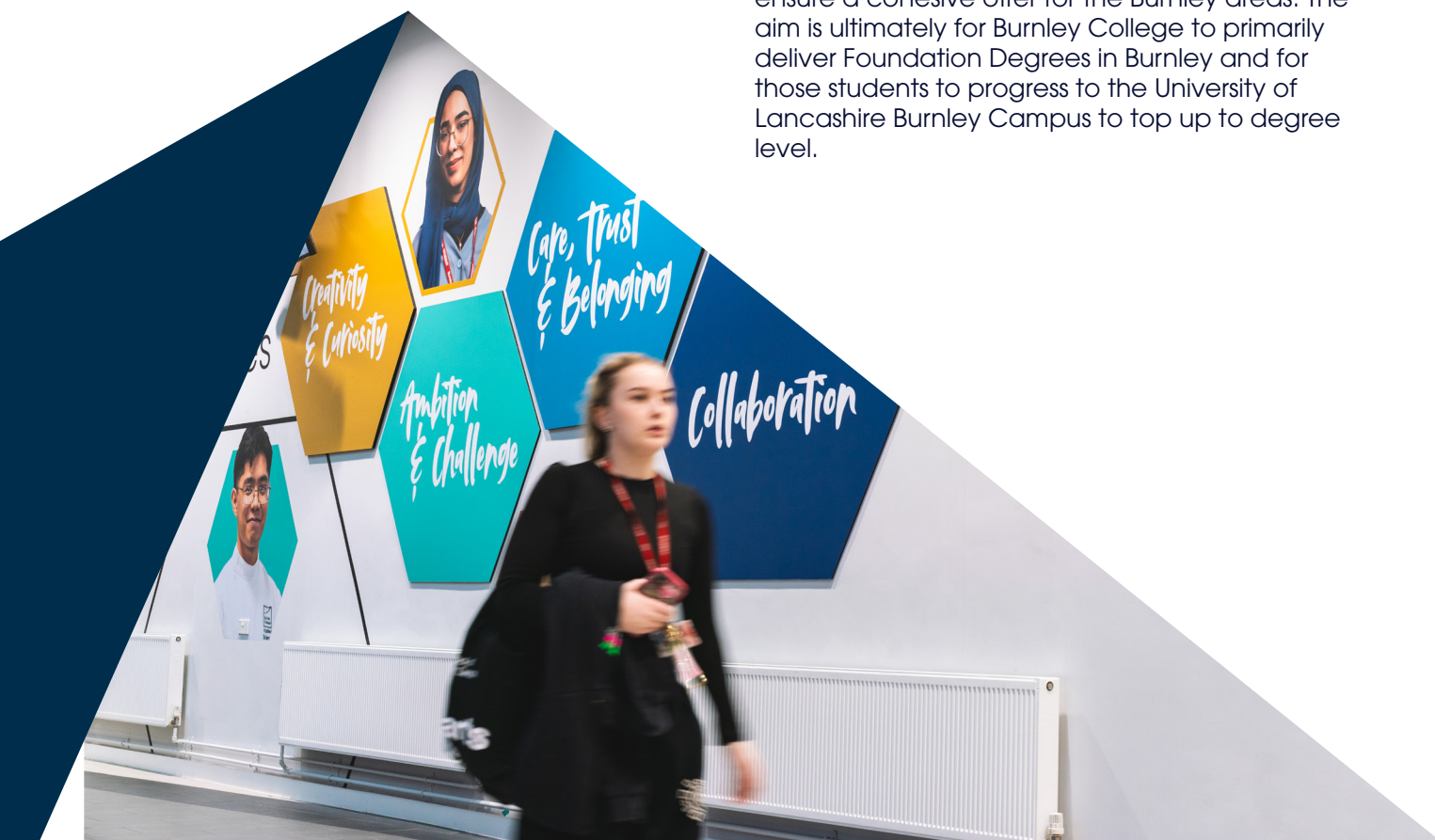
The college recognises the significant role it plays in raising aspirations for, and ensuring success in, education and skills for a community where secondary educational attainment has significant challenges. There are two other further education colleges within 10 miles of the campus.

Burnley College has a strong commitment to positively building futures and changing lives through excellence in education and employment. To fulfil this promise, our curriculum is constantly evolving and tailored to address the latest labour market trends, providing learners with viable pathways to sustainable and meaningful employment. Our approach is collaborative and continuously reviewed, working closely with employers, local representative groups, local providers and other stakeholders.

We are proud to offer clear pathways, ranging from entry level to degree level, which are supported by our investment in individualised learner support, extra-curricular and "work-ready" skills and pastoral care. Our approach is founded on continued investment in our staff, facilities and capabilities, allowing the college to serve changing markets and evolving priorities continuously.

The Governing Board is effective and works extremely well with the senior management team. The basis of the relationship is mutual respect and clarity about the respective functions of the Board and the management team. The membership of the Board is balanced and inclusive to reflect the nature of the college and the community in which it operates.

The college is also working closely with University of Lancashire to align its university provision and ensure a cohesive offer for the Burnley areas. The aim is ultimately for Burnley College to primarily deliver Foundation Degrees in Burnley and for those students to progress to the University of Lancashire Burnley Campus to top up to degree level.




Strategic Objectives

- To develop mature and confident young people through excellent sixth form education with academic and vocational pathways.
- To significantly expand the local range of opportunities for university education while maintaining high standards.
- To make a significant contribution to the local and national economy through enhancing the personal growth, enterprise and employability of individuals.
- To maintain learning and teaching and all business support processes at an excellent standard.
- To promote a culture of excellence where all staff have high aspirations, positive morale and are able to grow and develop through their contributions to the college's success.
- To assure stable financial health, value for money and environmental sustainability.
- To maintain outstanding equality of opportunity.

Burnley College, 2024 – 2027 Goals

In June 2024, the Governing Board agreed nine key college goals for 2024-27 as follows:

- To achieve an excellent achievement rate with high levels of both retention and pass rates.
 - To ensure students achieve beyond their potential, evidenced by a value-added score of above +0.3.
 - To evidence innovative learning and teaching excellence demonstrated through at least 90% of Deep Dives graded at Good or better, with high levels of learning visit outcomes.
 - To achieve planned targets in respect of the major funding streams for University Education, Further Education, Commercial activities and projects.
 - To foster strong relationships with the business community by building trust and mutual respect through impactful collaborative partnerships.
 - To demonstrate an innovative utilisation of college assets and practices in order to maximise opportunities for the organisation through our people.
 - To demonstrate high levels of staff engagement, morale and support whilst maintaining a safe and secure environment as a basis for outstanding performance.
 - To achieve the college budget while demonstrating value for money and environmental sustainability.
 - To demonstrate equality of opportunity in achieving the above goals.
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Mission, Vision and Values

Mission

- **Building Futures and Changing Lives:** Burnley College aims to provide opportunities for individuals to improve their lives through education and training.
- **Raising Aspirations:** the college strives to motivate individuals to pursue their goals and reach their full potential.
- **Positive Impact on the Economy:** Burnley College seeks to contribute to the local and regional economy by preparing individuals for employment.

Vision

- **Supportive Learning Community:** Burnley College fosters a positive and inclusive environment where students feel supported and encouraged to learn.
- **Celebration of Achievement:** the college recognises and celebrates the accomplishments of its learners.
- **Professional Development:** Burnley College aims to provide opportunities for staff to develop professionally.

Values

- **Openness and Honesty:** transparency and integrity are fundamental to the college's interactions with students, staff and the wider community.
- **Fairness and Consistency:** the college ensures that all individuals are treated equitably and that policies and procedures are applied consistently.
- **Mutual Support:** a strong sense of community and collaboration is encouraged among students and staff.
- **Rigour:** Burnley College is committed to maintaining high academic standards.
- **Equality and Diversity:** the college values and promotes inclusivity and respect for all individuals, regardless of background.
- **Loyalty:** a commitment to the college and its community is fostered among students and staff.
- **Innovation and Achievement and Aspiration:** the college encourages creativity, innovation and a drive for excellence.

For more information, please visit: www.burnley.ac.uk



Job Description

POST TITLE: Deputy Principal
SCALE: Management Spine
SALARY: Up to £120k
RESPONSIBLE TO: The Principal

RESPONSIBLE FOR: Academic & Support Services
CLOSING DATE: 12noon Friday 19 June 2026
INTERVIEW DATE: Tuesday 30 June 2026

Main Purpose of the Post

This role leads the academic and vocational work and staff to achieve the highest standards, to develop and implement College Strategy and plans to support the achievement of the College Strategic Objectives.

As and when needed the Deputy Principal will deputise for the Principal in their absence, or as designated.

Main Responsibilities

1) To work together with the Principal and Board of the College formulating, developing and implementing the strategy; and further developing the ethos and culture of the College.

2) To deputise for the Principal internally and externally, assuming overall responsibility in the Principal's absence.

3) To be responsible for all aspects of the College's learning programmes and outcomes.

4) To be responsible for all aspects of the College's learning programmes for adults, university, apprenticeships, and employer-facing, with particular reference to achieving high standards and cost effectiveness whilst maintaining a responsive curriculum range and support service which meets the needs of students and the local community.

5) To line manage Vice Principals Curriculum and Student Experience linked to all College curriculum work. To work closely with representative bodies, councils, combined authority, children's services and key business influencers to understand local business requirements and ensure curriculum aligns to this.

6) To line manage the quality, teaching and learning function across the college, ensuring high standards of performance.

7) To be responsible for developing College Strategic Plans, related quality self assessment and to take the overall lead in the development of Business Plans working closely with the senior management and cross-College managers.

8) To contribute to co-ordination of the work of other managers.

9) To hear all cases under the College's formal human resource policies and procedures which may result in the dismissal of a member of staff (as appointed by the Principal).

10) To make a key contribution to developing the College culture of excellence and living the College values

11) To support the Governing Board through the regular presentation of reports and briefings to the Board and its Committees.

12) To act as the College nominee during Ofsted inspections

13) To contribute to sound relationships and co-operative working with external partners and agencies.

14) To support and promote key policies of the College notably Single Equality Act and Health and Safety.

15) To carry out such other duties as the Principal may reasonably require.

Person Specification

QUALIFICATIONS

	Essential (E) Desirable (D)	To be identified by:
1. Degree or equivalent	E	Application form
2. Recognised full teaching qualification	E	Application form
3. Senior Leadership Programme *	D	Application form
4. Higher Degree	D	Application form
5. Possess or be willing to work towards an appropriate Health & Safety qualification within 12 months	E	Application form

* In line with best practice the appointment will require that the successful candidate has or agrees to successfully complete the Senior Leadership Programme as agreed with the Principal.

KNOWLEDGE

	Essential (E) Desirable (D)	To be identified by:
1. The curriculum relevant to a general further education college	E	Application form /Interview
2. National priorities related to 16-19 curriculum, Adult, Apprenticeships and Higher Education	E	Application form /Interview
3. The national infrastructure governing, supporting and monitoring further education colleges	E	Application form /Interview
4. Quality assurance strategies in a college context	E	Application form /Interview
5. Funding methodologies relevant to further education colleges	E	Application form /Interview
6. Familiarity with Safeguarding and Prevent strategies	E	Application form /Interview
7. A deep and current understanding of modern teaching and learning strategies and pedagogical best practice	E	Application form /Interview

EXPERIENCE

	Essential (E) Desirable (D)	To be identified by:
1. Teaching in further education	E	Application form /Interview
2. Successful senior management experience at Assistant Principal level or above in a further education college	E	Application form /Interview
3. Successful strategies for continuous improvement in a college context	E	Application form /Interview
4. Planning of education and training provision relevant to a further education college	E	Application form /Interview
5. Significant staff leadership and management in a college context	E	Application form /Interview
6. Senior level involvement in building and managing substantial budgets in a college context	E	Application form /Interview
7. Possess or be willing to work towards an appropriate Health & Safety qualification within 12 months	E	Application form /Interview

PERSONAL

	Essential (E) Desirable (D)	To be identified by:
1. A willingness to embrace and promote the distinctive ethos of Burnley College, primarily as an educational institution	E	Interview
2. A high level of personal commitment to the students and clients of Burnley College	E	Interview
3. A full acceptance of responsibility and personal accountability	E	Interview
4. A demonstrable commitment to continuous self-development and updating	E	Interview
5. Effective staff leadership based on the principles of respect and participation	E	Interview
6. Respect for the essential role of the Governing Board and commitment to supporting the Board	E	Interview
7. Business acumen applied to a college context	E	Interview
8. Commitment to achieving and sustaining the highest standards in the College's education programmes and in all other operations	E	Interview
9. Excellent communication skills	E	Interview
10. Personal qualities appropriate to the role and underpinned by the Nolan Principles of Public Life	E	Interview
11. A commitment to the principles and practice of equal opportunities	E	Interview
12. Regular and Reliable Service* (the College does not wish to appoint individuals with a high sickness record where there is no underlying medical reason)	E	References/ Occupational Health Assessment

*Note this does not affect any individual's rights under the Equality Act. The College wishes to promote the recruitment of disabled staff and would endeavour to make reasonable adjustments where practical. Disabled applicants who meet the essential criteria will be guaranteed an interview.

Terms

Remuneration

The remuneration for this post is up to £120,000, depending on experience

Annual Holidays

The annual leave entitlement is 35 days holiday plus bank holidays, plus a two-week efficiency break at Christmas and an extra day off at Easter.

Pension Scheme

The holder of this post will be automatically enrolled into the Teachers' Pension Scheme.

Checks

This appointment is subject to satisfactory pre-employment references, medical checks and DBS clearance.

Timeline

The following timeline is indicative and should only be used as a guide. This may be subject to change.

Process	Date
Close for Applications	12:00pm Friday 19th June 2026
Interviews	Tuesday 30th June 2026

How to Apply

If you wish to apply for this position, please complete and submit the application form available on the College's website, using the relevant job documentation to highlight how you meet the criteria detailed in the person specification.

If you'd like an informal chat about the role, you can contact Jason Faulkner at JFaulkner@Burnley.ac.uk or call 01282 733373

Please submit your application no later than **12 noon on Friday 19 June 2026**.

