



# Rethinking Curriculum

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## Advisory group member role description

April 2023

Members of the Rethinking Curriculum advisory group will play a crucial role in ensuring the direction and impact of co-designed materials for primary schools who are developing their curriculum offering. Drawn from a wide range of contexts and with different experiences of curriculum design, our advisory group will help to shape and develop the Rethinking Curriculum project to ensure maximum impact in the sector.

The key responsibilities of an advisory group member are:

- To offer the Chartered College of Teaching advice and guidance on best practice around Primary curriculum and curriculum development.
- To contribute to the development of the pilot year for five Rethinking Curriculum schools.
- To support the Chartered College of Teaching to design resources that will support schools in Rethinking Curriculum.
- To provide feedback to the Chartered College of Teaching on resources for Rethinking Curriculum.

### **Benefits of being an advisory group member:**

- The opportunity to contribute to a brand new curriculum design project that aims to support and equip teachers and school leaders with the knowledge and skills to identify, plan and implement curriculum development work in a sustainable, context specific and impactful approach. This will mean that all pupils will have access to an expansive, inspiring curriculum that connects them with local communities and enables them to lead healthy, fulfilled lives.
- A chance to influence the development of evidence-informed curriculum development that will directly support in school curriculum design and empower the profession.
- Time and space to collaborate and participate in professional discussions with a range of colleagues with experience and expertise from across the education sector, with a specific focus on primary curriculum and curriculum design.

## The role of an advisory group member

### Person specification: essential skills, experience and qualities

We will be seeking to recruit a range of advisory group members with experience or knowledge in some of the following areas:

- knowledge and understanding of primary curriculum design and implementation
- experience of developing curriculum in an individual primary school in England, at a MAT level or nationally
- experience and knowledge of effective approaches to curriculum design training and development
- experience of evaluating effectiveness of curriculum
- current school-based curriculum leadership

We will aim to recruit around 8-12 members to our Rethinking Curriculum advisory group. These will be via invite or self nomination, collected as part of sector scoping.

Furthermore, we will aim for at least 25% of members to be practising primary school-based teachers and curriculum leads.

## Rethinking Curriculum Advisory Group responsibilities

In order for the advisory group to run smoothly, it's important that members are fully aware of their responsibilities. The following key responsibilities should be noted:

Task	Time required	When
Attend information meeting	45 minutes	June 5-9th
Meeting preparation, including pre-reading material for discussion, reviewing the agenda	Up to 45 minutes	In advance of attending advisory group meetings (June 2023 , December 2023 and April 2024)
Attending Rethinking Curriculum Advisory Group meetings	2 hours x4	June 2023 x 2 December 2023 x1 April 2024 x 1
Reviewing meeting minutes	15 minutes	After each meeting
Carrying out actions arising from the meeting*	Various	As required

\*Please note that the Chartered College of Teaching will not ask you to complete any tasks related to this advisory group beyond what is listed above. However, should you choose to do so, you may wish to volunteer to complete a task (e.g. send us some extra information, review some research or guidance, or put us in touch with a colleague).

## How will the Chartered College of Teaching ensure that the Rethinking Curriculum Advisory Group is accessible and representative of a range of voices?

The Chartered College of Teaching is committed to ensuring equality, diversity and inclusion. To ensure that the advisory group is accessible and representative of a range of voices, we will ensure access to the group by offering online meetings, with alternative meeting times for within/after the school day. We will also meet accessibility needs as required, such as by using captioning at meetings. To be open and inclusive, we will seek to appoint individuals to the advisory board who can bring diverse viewpoints and experiences. In addition, we will proactively seek representation from under-represented groups, and individuals from these groups will be prioritised in the selection process. Meeting details, agendas and pre-reading will be sent out at least one week (but ideally two weeks) before the meetings, to allow the group members time to prepare.

## Key dates

Activity	Date
Invitations for individuals to join the Rethinking Curriculum Advisory Group	April-May 2023
Additional recruitment to advisory group	June 2023
Project information session	6th June 4-4:45pm
Advisory group meeting 1	Monday 26th June 3-5pm
Advisory group meeting 2	Monday 3rd July 3-5pm
Advisory group meeting 3	December 2023 TBC
Advisory group meeting 4	April 2024 TBC
Rethinking Curriculum pilot year	September 2023-July 2024

## Expenses and payment

Advisory group members will be offered a small payment of £75 per meeting attended as reimbursement for their time in preparing for, and attending the meeting. In order to increase fair access to this group we may be able to offer an additional payment to schools to cover costs where supply cover is required, in line with Chartered College of Teaching policy.

Advisory group meetings are currently planned to be held online, therefore no travel will be required for this role. The Chartered College of Teaching does not anticipate that advisory group members will incur any costs and therefore we will not be able to reimburse expenses of any kind. If it is agreed that a face-to-face meeting may be suitable at a later date, travel expenses will be reimbursed, subject to prior authorisation.

From these meetings, advisory group members may benefit from opportunities for further paid work in the co-design of projects; this may include for example: delivery of webinars, school mentorship and writing content. Such opportunities will be made available to advisory group members but there is no expectation for members to take on additional work as part of this role.