# His Majesty's Inspector of Education and Training (HMI)

## Information Pack

## Closing date: 6 January 2027

Estyn | Dros ddysgwyr, dros Gymru
For learners, for Wales

## Welcome



There has never been a more exciting time to join Estyn. As education and training in Wales continues to evolve, and a new Government begins to set its priorities for the years ahead, we have an important role to play in supporting improvement, shaping the future of the system and helping every learner achieve the best possible outcomes. We're looking for talented, committed people to join us in making that difference.

Over the next year, Estyn has an ambitious programme of work that will strengthen our approach to inspection, support improvement and contribute to the development of education and training across Wales. Our work includes:

- implementing changes from our mid-cycle review of inspection arrangements
- delivering high-quality inspections under our new frameworks
- supporting improvement across all sectors through our enhanced focus on reading and mathematics
- continuing a range of engagement activities with education providers
- supporting national priorities for the Welsh language, diversity and reducing the impact of poverty on learners
- working with Medr to redesign our approach to post-16 inspection, including new apprenticeship arrangements
- playing a leading role in developing Wales's education and training system
- publishing thematic reviews and our flagship HMCI Annual Report
- training almost 1,000 practitioners who support our work as peer inspectors.

I am proud to lead an organisation that plays a vital role in improving education and training across Wales. Learners are at the heart of everything we do, and our staff work collaboratively to provide public accountability and support improvement.

We are looking for the brightest and best leaders from all backgrounds to join us in achieving excellence for all learners. As His Majesty's Inspector (HMI), you'll have a unique view of education and training in Wales, with varied and rewarding work that offers a valuable opportunity to develop your experience and make a real difference. We particularly welcome applications from those from diverse backgrounds.

We look forward to receiving your application.

**Owen Evans, His Majesty's Chief Inspector of Education and Training in Wales**

## What we are looking for

Our HMI come from a diverse range of leadership backgrounds in education and training. Whatever path your career has taken so far, you will have a strong track record of improvement with experience of innovating at a strategic level. You will also understand the wider education and training landscape and the role that inspection plays as a force for improvement.

You may for example, be:

- a senior leader in a secondary school or secondary senior leader in an all-age school
- a senior leader in a primary school or primary senior leader in an all-age school
- a senior leader with leadership experience of specialist ALN provision such as special school or PRUs
- a director/assistant director of a school improvement service or a school improvement partner
- a quality manager or leader in a work-based learning apprenticeship provider
- a vice-principal or director of learning in a further education college

For this recruitment we are looking for people with a background in a number of areas, with differing levels of Welsh language ability. This includes:

- Primary Education, with experience of early years - Welsh language skills **essential**
- Primary Education, with experience of early years - Welsh language skills are desirable
- Secondary Education - Welsh language skills **essential**
- Secondary Education - Welsh language skills are desirable
- Post-16 education - Welsh language skills **essential**
- Post-16 education - Welsh language skills are desirable
- Special/PRU - Welsh language skills are desirable
- Local Government Education Services such as leading support for school improvement, inclusion or additional learning needs - Welsh language skills are desirable

**Qualified teacher status (QTS)** is an **essential** requirement for all posts, except the post-16 roles.

## The role

You will be responsible for reporting on the standards and quality of education and training in providers across Wales. You will be expected to make a valuable contribution to the development and dissemination of effective practice and building capacity for improvement in the education and training system in Wales.

It's a unique opportunity to experience and absorb practice in a large number and variety of providers and other educational settings; their ethos, character and approach to curriculum and innovation. Where providers are struggling, you will develop a keen insight into challenges and how improvements can be made.

Much of your work will be on-site in different settings, so you need to be willing to undertake significant travel across Wales and frequently stay overnight in hotels. Whenever possible, you will be allocated inspections close to home. Working from home between inspections, you will find a valuable work/life balance.

Due to the requirement for frequent travel across Wales, you should have a current driving licence and the use of a car or the ability to make suitable alternative transport arrangements.

No two days will ever be the same.  Depending on your sector, they could include anything from:

- talking to learners about their work
- visiting lessons
- talking to parents about their child's education provider
- speaking with teachers/lecturers and leaders
- in post-16, observing workshop activities and talking to employers, trainers and assessors
- delivering workshops for external partners

Acting as both a lead inspector and contributing to work across a range of sectors, you will develop a critical understanding of each provider, objectively reporting on standards and effectiveness. You will make judgements on the effectiveness of leadership in each provider, including how well learners are kept safe.

Putting the best interests of learners above all else, you will ensure that your judgements are fair and evidence-based. Sharing your evolving knowledge and expertise with colleagues, you will also prepare and deliver training for external Estyn Inspectors.

You will be a role model for our values, acting at all times in the interest of children and learners and promote and safeguard the welfare of children, young people and vulnerable adults you come into contact with.

Much of your work will see you directly interacting with providers, but the role will also require you to balance various additional challenges, like:

- contributing to national developments through the provision of professional advice and thematic work
- engaging with external partners
- quality assurance of inspection reports and thematic work
- contributing to organisational development and change

We will give you all the support you need to excel in the role and develop new skills.

**Salary:** £76,752- £89,791 per annum (pay award pending).

**Duration:** Permanent

**Safeguarding -** The role of HMI requires an enhanced disclosure check via the Disclosure and Barring Service (DBS). The role will bring you into direct contact with children or vulnerable adults and give you access to material or sensitive information about children and vulnerable adults.

# Essential requirements

### Qualifications

- Degree level qualification or equivalent.
- Must hold a recognised teaching qualification which has resulted in Qualified Teacher Status (QTS) for all posts, except the Post-16/Further education colleges post.

### Experience

- A minimum of three years senior leadership or specialist experience at a senior level or whole-organisation level in one or more of the sectors we inspect
- A proven track record of achieving improved outcomes for learners

### Technical

- An awareness of the current changes taking place in education and inspection and the ability to keep up to date across a wide range of professional matters
- A deep and broad knowledge and understanding of current education issues gained in one or more of the sectors we inspect
- An understanding of the key partners in education, and their operational context
- Analyses and interprets data and evidence to support lines of enquiry and support judgements

### Ability

- Able to communicate clearly and effectively both verbally and in writing demonstrating clarity and influence
- Able to use IT equipment effectively in your daily work
- Ability to work through the medium of Welsh for roles as above

### Key behaviours

- Leadership
- Communicating and Influencing
- Making effective decisions
- Delivering at pace

You can find more information and examples of these behaviours in Success Profiles - Civil Service Behaviours at Grade 6.

### Desirable Requirements

- Successfully completed training as an Inspector of Education and Training (Registered Inspector, Additional Inspector or Peer Inspector)
- Able to communicate effectively through the medium of Welsh for roles as above

## Why work for Estyn?

We are the education and training inspectorate for Wales. Our purpose is to improve the quality of education and training and support the best possible outcomes for learners across Wales. Through our inspections, we provide assurance to the public and government about the quality and standards of education and training.

We also support schools, colleges and other education and training providers to improve, advise the Welsh Government on education policy, and publish reports on a wide range of issues and themes. You can find out more about our work here.

Our work makes a real difference to learners across Wales, and our dedicated staff are central to making that happen.

When you join Estyn, you'll become part of a welcoming, professional and collaborative organisation where your contribution is valued. From day one, you'll receive a comprehensive induction and the support you need to understand your role and how it contributes to our shared purpose. You'll work closely with colleagues in your team and across the organisation.

We're committed to your development too. You'll have access to a range of learning and development opportunities to build your skills, broaden your experience and support your career.

If you want to make a difference to education and training in Wales while working for an organisation that values your contribution, development and wellbeing, Estyn is a great place to build your career.

## Diversity and inclusion

We're committed to creating a workplace where everyone feels welcome, supported, and able to thrive. At Estyn, we value different perspectives and lived experiences which help us grow stronger as an organisation and make better, more informed decisions for the learners and communities we serve.

We know that a diverse team brings fresh ideas, richer conversations, and stronger outcomes. That's why we encourage applications from people of all backgrounds, cultures, and experiences.

A key strategic priority is to increase the diversity of our workforce. Our commitment to recruiting and attracting diverse talent extends to actively encouraging applications from underrepresented groups including ethnic minority, and disabled people. We adopt inclusive recruitment practices including blind shortlisting of candidates and are proud to be a disability confident leader, offering support with adjustments through our process to make sure you can be at your best.

By working together and celebrating what makes each of us unique, we can continue to make a meaningful difference to education in Wales.

disability confident LEADER

## Benefits of joining Estyn

In addition to a good work/life balance, job satisfaction, a supporting culture, ongoing learning and development opportunities and professional development, you can also expect other benefits, including the following:

- **Competitive salary and incremental points** – meaning that you will normally reach the maximum of the pay scale within three years of joining us.
- **Generous holiday entitlement** – 41 days away from work each year (made up of 32 days of annual leave, plus 9 public/privilege holidays (pro-rated for those who work part-time).
- **Wellbeing time** – Inspectors accrue 6 days off for wellbeing time per year, in addition to holidays (pro-rated for those who work part-time).
- **Support for your wellbeing** - We also provide an employee assistance programme, free annual health checks, seasonal flu jabs, a free eye care scheme and access to Health Insurance Plans through Civil Service Healthcare.
- **Excellent pension** - When you join Estyn, you'll automatically become part of the Civil Service Pension scheme, one of the most valuable pension schemes in the UK. We invest in your future by contributing **27.9%** of your salary which equates to **£21,413 per year**, helping you build a strong and secure pension for later in life.
- **Support for your family life** – Generous family friendly policies including maternity, paternity, adoption leave.
- **Tax-free savings** – Access to a cycle to work scheme.
- **Special offers and discounts** – Access to a range of discounts and exclusive offers through the Civil Service Social Club – Sports and Leisure, the Civil Service Motoring Association, the Civil Service Insurance Society and the Charity for Civil Servants.

## Apply now!

**Enquiries:** If you have any questions about the role, please contact Estyn's recruitment team on recruitment@estyn.gov.wales. We welcome correspondence in Welsh; we'll respond to you in Welsh, and there won't be a delay in our response.

**Apply online:** To apply for the role please visit - JobBoard (estynpeoplehr.cymru).

**Closing date:** 10:00am on 6 January 2027

**Alternative arrangements or accessible documents:** If you'd like to apply or access this document in an alternative format, please contact us to discuss your requirements.

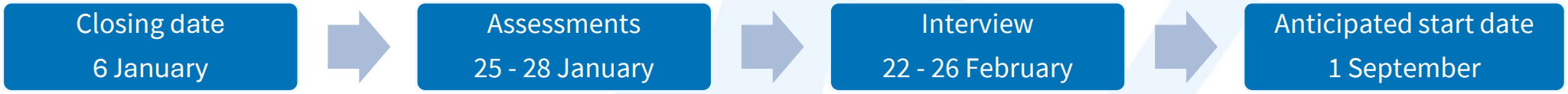
## Selection process and key dates

The selection process includes:

- **Initial sift of applications:** The panel will consider all complete applications. The information you give us in your application is important in deciding whether we will invite you to the next selection stage.
- **Assessment:** You will be asked to complete a series of tasks as part of a work-based written exercise. These tasks will assess the extent of your knowledge and understanding of your selected sector(s). They will also provide an opportunity to demonstrate your capacity for analysis and evaluation, as well as your ability to communicate with clarity and precision. For Welsh essential posts, we will test your communication skills in both Welsh and English during the assessment.
- **Short-listing:** The panel will consider the assessment scores and create a short-list to invite to interview.
- **Interview:** We use the Success Profiles framework. During the interview, you will be asked about your skills and experience and how you meet the criteria for the role (including behaviours). The interview will include a short presentation. For Welsh essential posts, we will test your communication skills in both Welsh and English during the interview.

Interviews and assessments will be held face to face in our Cardiff office.

Sift, assessment/interview dates to be confirmed. The indicative timetable we're working to is summarised below.




You will receive an email confirming the outcome of your application at each selection stage. We appreciate it takes a lot of time and effort to apply for roles and that feedback is a valuable part of the process. We will provide verbal feedback on request for anyone reaching the assessment and interview stages once the selection process has finished.

**Future vacancies and reserve lists:** If you are appointable, but there isn't a suitable post immediately available, we may add you to a reserve list. The reserve list is valid for up to twelve months from the date we confirm the outcome of your application. The outcome email will confirm if you are on a reserve list. If a suitable vacancy occurs during that period, we may recommend you for appointment. We appoint from the reserve list in merit order.

# Artificial Intelligence

**Candidate use of Artificial Intelligence (AI)**

Artificial Intelligence (AI) tools can be helpful during the application process. You may find them useful for researching Estyn and the role you are applying for, organising your thoughts, refining your writing, or preparing for an interview.

However, while AI can support you, it must not replace your own authentic input. We want to get to know you as a person, so any content generated with the help of AI must reflect your genuine experience and voice.

**You must not use AI tools to:**

- Exaggerate your qualifications or achievements
- Misrepresent your experience or abilities
- Copy and paste generic or AI-generated responses without adapting them to ensure they accurately represent you

All examples and statements in your application must be truthful, factually accurate, and drawn from your own experience. If plagiarism or misrepresentation is identified (including the use of AI to present the ideas or experiences of others as your own), your application may be withdrawn.

Please see the Civil Service's AI candidate guidance for more information on appropriate and inappropriate use.

**How Estyn Uses AI**

Estyn's organisational position on the use of AI can be found here. In recruitment, we may use AI tools to support our processes, for example, to help generate ideas for job adverts, draft job descriptions, assessments, or interview questions.

However, we will never use AI tools to make selection or hiring decisions. We will not input candidate information into an AI tool. All recruitment outcomes are made by the recruitment panel.

## Recruitment principles

Our recruitment processes are based on the principle of selection for appointment on merit on the basis of fair and open competition. We follow the Civil Service Commission's Recruitment Principles.

Our recruitment processes also align with the civil service code, which forms part of the terms and conditions of every civil servant.

The Civil Service Code outlines the core values of the Civil Service:

- Honesty
- Integrity
- Impartiality
- Objectivity

If you feel we have not treated your application under the Principles or the Civil Service Code and you want to make a complaint, in the first instance please contact Estyn's recruitment team.

If you're not satisfied with the response you receive from us, you may be able to ask the Civil Service Commission to consider your complaint further.

Civil Service Commission