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| **Job Description** |
| **Job Title:** | Assistant Director of Learning for Science |
| **Grade** | Teachers Pay Scale |
| **Contract** | TPS + TLR2b |
| **Line Managed by:** | Director of Learning for Science |
| **Date:** | November 2022 |
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| **Principal Accountabilities**  |
| * To support the leadership and management of the subject are to achieve both outstanding progress and attainment
* To support leading and managing the subject area curriculum
* Monitor, review and evaluate the effectiveness of the curriculum to ensure all staff understand and deliver upon the curriculum intent leading to great impact
* To maintain high presence around the academy to ensure the highest standards of behaviour are upheld
* Actively support staff and students with welfare and well-being
* Model outstanding practice in terms of classroom teaching, preparation, marking and assessment
* Communicate and liaise with staff, students, the home, community and governors
* Constantly ensure development of team members both within subject and in the wider academy community
* To support the Director of Learning contributing to the strategic leadership of the academy, developing, implementing and evaluating systems and processes.
* Ensure teaching and learning incorporates safeguarding at all times.
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| **Competencies** |
| **Curriculum impact*** Help design an engaging and challenging curriculum that enables all students to enjoy the subject and achieve at the highest level, supported by detailed schemes of learning which ensure consistency and coherence.
* Teach and model the delivery of outstanding lessons that motivate and inspire students and staff, equipping them with the knowledge and skills needed to achieve at the very highest levels
* Evaluate, review and develop the curriculum, involving subject staff and students
* Keep up to date with national developments in the subject area at each key stage and teaching practice and pedagogy
* Actively monitor and respond to curriculum developments and initiatives at national, regional and local levels and to disseminate this knowledge to staff
* Support in the setting, overseeing and evaluation of regular and relevant assessments for students ensuring that they are carried out consistently by all subject staff and standardised /moderated thoroughly to ensure accuracy
* Support in ensuring that student data is understood, interpreted and utilised by all subject staff to modify planning and personalise support
* Ensure that a range of enrichment / intervention and extension activities are offered to and taken up by students to enhance their progress and attainment
* Ensure that statutory requirements are met
* Ensure that all subject staff are assessing and providing feedback in line with best practice and academy policy at all times

**Quality Assurance*** Support in the triangulation of the effectiveness of teaching and learning within the subject area, through regular lesson visits, student conversations and work scrutinies
* Support in ensuring that all staff in the team have effective plans to deliver highly effective lessons and schemes of learning
* Regularly review the attainment and progress of all students, groups and subgroups with subject staff and plan, implement and oversee support and interventions
* Liaise with all appropriate personnel regarding support for student progress, including SENCO, SLT and the home community
* Support in ensuring that all academy policies are implemented consistently by subject staff

**Leadership*** Support the DoL in leading a team of colleagues in the subject area through aims, objectives and strategic plans for the team which support and complement those of the academy
* Plan the development of staff expertise to achieve subject action plan objectives

 **Team Development*** Support the development and training of subject staff ensuring that their CPD needs are met and staff are constantly growing
* Act as Performance Manager for members of the subject area, carrying out PM reviews in line with the Academy’s policy and setting challenging progress targets
* Participate in the recruitment process for members of the subject team
* Ensure effective induction of new staff in line with Academy procedures
* Promote teamwork and to motivate staff to ensure effective relations
* Support and challenge team members, including in circumstances when they are underperforming
* Organise effective team meetings with progress agendas centred on teaching and learning and raising attainment and progress
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| Teachers are expected to undertake any other duty as the Head of School may determine within the remit of the National Pay and Conditions document or within any other national or local agreement it may supersede.This job description sets out the duties of the post at the time it was prepared. Such duties may vary from time to time without changing the general character of the duties or level of responsibility entailed. Such variations are a common occurrence and cannot of themselves justify a regarding of the post. |

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| **Person Specification** |
| **Job Title:** | Assistant Director of Learning for Science |
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|  | **Essential** | **Desirable** |
| **Qualifications** | * Educated to degree level or equivalent
* Qualified Teacher Status
* Evidence of continuing professional development
 | * Evidence Leadership
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| **Experience and Skills** | * Experience of having contributed to the success of a curriculum area through student outcomes and ethos
* Understanding of a variety of approaches to teaching and learning
* In-depth knowledge of the curriculum at KS3-5
* Understanding of the National Curriculum and Ofsted Framework
* Demonstrable experience of high-quality teaching and learning
* Positive effective strategies for behaviour management
* Experience of optimising the attainment and progress of students
* Experience of working with children with significant barriers to learning
* Knowledge and understanding of schools’ statutory responsibilities regarding safeguarding and the needs of students with SEN / D
 | * Experience of organising subject-based activities and visits that enrichment the curriculum
* Evidence of the ability link careers education and science
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| **Teaching and Learning** | * An excellent practitioner in the classroom allowing students of all starting points to make good progress
* A reflective practitioner who can listen and learn
 | * Evidence of delivering CPD to others
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| **Visons and values** | * Clear understanding of the ethos and strategies to establish high standards of outcomes and attitudes and behaviour and commitment to relentlessly securing those standards
* A firm belief in the unlimited potential of every student
* Vision and values aligned with the academy’s high aspirations and high expectations for children, staff and families
* Resilience and motivation to support the academy through day-to-day challenges while maintaining positivity and professionalism
* Ability to lead and inspire all students with a sense of the intrinsic joy of learning and their own ability to succeed
* Strong organisational skills and team building skills
* A deep commitment to the safeguarding and wellbeing of all students
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| **Relationships with Stakeholders** | * Commitment to working with others to secure the best outcomes for children
* Skilful management and understanding of how to secure strong relationships with other academy staff, families and other external relationships
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| **Work-related personal qualities**  | * Personal enthusiasm and commitment aimed at making a positive difference to children and young people and raising standards
* A passion for science and finding out about the world around us
* Personal and professional integrity, including modelling values and vision
* Commitment to support the aims of the HCC Academy Trust
* Flexible and able to manage the workload of yourself and your team with competing deadlines, prioritising appropriately, using initiative and maintaining very good humour
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