



Ormiston Bolingbroke Academy Job Description

Job Title: Curriculum Leader for Art & Design Technology

Salary Range: MPS / UPR + TLR 2a

Responsible to: Assistant Principal

Responsible for: To implement and lead strategic and operational developments in Art & Design Technology.

Job Purpose

To ensure consistency of teaching and high standards of learning in Art & Design Technology.

To promote good quality student outcomes in Art & Design Technology.

Main Responsibilities:

- Determine (with other leaders) the curriculum intent for Art & Design Technology, and ensure curriculum implementation and impact through your work as Curriculum Leader.
- Provide first class teaching and learning opportunities for students and Art & Design Technology staff.
- Develop innovative approaches in Art & Design Technology to stimulate and encourage students to opt for the subject and reach their full potential.
- Have an excellent knowledge of students and act on that knowledge to ensure high achievement for all and to put in interventions where necessary.
- Work collaboratively and effectively with other departments and the leadership team.
- Develop appropriate and differentiated schemes of work at all key stages in conjunction with the department.
- Departmental H&S, risk assessments, COSHH etc.
- Track, monitor and mentor underperforming students, intervene and meet with parents as required in order to ensure effective study habits and high achievement.
- Monitor and evaluate the effectiveness of teaching and learning and focus upon the raising and maintaining of standards and expectations.
- Use data analysis and intervention strategies to enhance student performance.
- Lead on book reviews and learning walks.
- Lead on the evaluation of interventions to demonstrate impacts and value for money.
- Encourage the delivery of high standards and attainment for all students.
- Assist in promoting and leading delivery of extra-curricular Art & Design Technology activities across the Academy.
- Keep up-to-date about subject development and to take part in relevant CPD for this purpose, disseminating to other staff where appropriate.
- Ensure the delivery of high-quality provision in all curricular and extra-curricular activities.
- Demonstrate and encourage high standards of professionalism from all staff within the department.
- Demonstrate and inspire an enthusiastic and committed approach to teaching and learning within the department.
- Ensure that physical resources to deliver the curriculum are acquired and are maintained effectively.
- Monitor and evaluate progress towards meeting student achievement targets.
- Lead Art & Design Technology's approaches to cross-curricular literacy, reading and numeracy.

Ensuring high standards of conduct

- To monitor and record behaviour, supporting colleagues with more challenging student behaviour.
- To establish an ambitious and distinctive vision for the department, fostering an ethos of aspiration, high expectations and challenge for staff and students.

Ensuring the welfare of students through effective communication

- Liaise effectively and build up good working relationships with outside agencies.
- Keep accurate and detailed records of meetings with students, parents and other agencies.

Other responsibilities

- To liaise with colleagues at other Ormiston Academies to support strategic development, share good practice and plan collaborative activities.
- Undertake the role of form tutor, as required.
- To ensure that Ormiston Academies Trust is always presented positively.
- Be present on the corridors between all lessons.

All staff are expected to

- Continue personal professional development and engage actively in the Appraisal process.
- Actively promote and follow the school's policies and procedures.
- Play a full part in the life of the Academy and support its vision and ethos.
- Be committed to safeguarding and promoting the welfare of our young people.
- Comply with any reasonable request from the Principal or other school managers to undertake work of a similar level that is not specified in this job description.

Other specific duties

- Promote the general progress and well-being of individual students and of the tutor group as a whole.
- Liaise with staff to ensure implementation of the school's pastoral system, for example re strategies to promote attendance, participation in other aspects of school life, behaviour for learning, rewards, effective registration and assemblies.
- Implement and deliver agreed learning activity programme(s) for tutor time.
- Deliver assemblies and whole-school events relevant to inspiring a love of Art & Design Technology and driving up the uptake of the subject.
- Maintain social media and website content relevant to the role.
- Write, maintain, review and evaluate a departmental SEF and annual development plan.
- Provide reports on examination performance and analysis of in year data collection.
- Undertake any other professional duties of the Principal which are reasonably delegated to her/him by the Principal or Board of Governors.

CONTEXT

All staff are part of a whole Academy team. Each individual is required to support the values and ethos of the Academy and Academy priorities as defined in the Academy Improvement Plan. This will mean focusing on the needs of colleagues, parents and students and being flexible in a busy pressurised environment.

Due to the nature of this job, it will be necessary for the appropriate level of Criminal Record Disclosure to be undertaken. Therefore, it is essential in making your application you disclose whether you have any pending charges, convictions, bind-overs or cautions and if so, for which offences. This post will be exempt from the provisions of Section 4, (2), of the Rehabilitation of Offenders 1974 (exemptions) (Amendments) Order 1986. Therefore, applicants are not entitled to withhold information about convictions which for other purposes are "spent" under the provisions of the Act, and, in the event of the employment being taken up, any failure to disclose such convictions will result in dismissal or disciplinary action by the Academy. The fact that a pending charge, conviction, bind-over or caution has been recorded against you will not necessarily debar you from consideration for this appointment.

This statement is in addition to, and an amplification of, the duties and responsibilities laid down in the National Teacher's Conditions of Service. The post comes under the contractual responsibilities set out in the current Teachers Pay and Conditions document.