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| **TEACHING & LEARNING LEADER: SCIENCE**  **JOB DESCRIPTION** |  |

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| Grade: TLR  Responsible to: Curriculum Leader: Science  Responsible for: Teaching and Learning in Science  **Main responsibilities:**   * To support the Curriculum Leader in ensuring that the team of staff in the faculty enables students to achieve at the highest possible level/grade. * To support the Curriculum Leader for the leadership, management, performance and development of the faculty. * To proactively plan, support and intervene to ensure the highest standards of teaching and learning and well-being of staff and students in the faculty. * For all key stages you will support the Curriculum Leader to plan, implement and oversee a curriculum and appropriate courses to meet the needs of students, including appropriate resources and schemes of work including the development of the Curriculum Plan. * To use data to monitor student progress within the faculty, identify effective strategies to tackle underachievement and support in the implementation of such strategies. * To ensure that student achievement is recognised, celebrated and communicated effectively. * To support the Curriculum Leader in leading the Gifted & Talented/STEM provision. * To take a lead role in the Science Faculty by supporting the Curriculum Leader in day to day tasks as well as taking on responsibilities within the faculty. * To share research in to science pedagogy with members of the science faculty. * To develop Teaching & Learning in the science faculty so that all lessons are of the highest standard and secure students’ knowledge of science.   **Job Context:**  You will operate as a middle leader in the school, based in the faculty area which should be the focal point for your team. By helping to lead your team effectively you will engender a positive team spirit and sense of collective responsibility for the students that you teach. You will be expected to contribute to the effective operation of the school as a whole, leading by example and supporting the school ethos. As a member of the Curriculum Leadership Group you will be able to contribute to the development of school policy, practice and systems; sharing good practice and promoting new ways of working. Your work will be supported by other non-teaching staff within the school by arrangement.  **How you do the job:**   * Lead and promote high expectations in student achievement, ensuring that effective strategies are in place for each student to achieve their best * Monitor standards in teaching, learning and assessment across the faculty through simple, shared systems. * Ensure the effective and innovative delivery of the National Curriculum in your faculty, promoting high levels of student motivation and participation in lessons. * Ensure that policies are consistently in place in every classroom to promote the tracking of student progress, and proactive intervention to maximise success for all. * Evaluate the work and effectiveness of your team in raising student achievement through regular monitoring, frequent feedback and open channels of communication to ensure a tangible impact on teaching and learning. * Lead, encourage and support the innovation of teaching and learning methods that promote the academic and social development of students. * Support your team of staff, inducting new staff as necessary; inspiring and motivating them to achieve their best on behalf of the students. * Lead, mentor, challenge and support Subject Leaders within your team, facilitating their success, delegating responsibility to them as appropriate and promoting their professional development. * Conduct performance appraisal meetings and reviews with your team as arranged within the school ‘web’ structure, supporting their personal and professional development. * Develop and promote links in the community, with other local schools and with outside agencies and local community groups and businesses as a way of developing learning for students in a broad and exciting context. * Support the Curriculum Leader in managing the faculty resources and budget in accordance with school policy and in consultation with your team. * Support the Curriculum Leader in ensuring the smooth running of the faculty on a day to day basis, including the effective deployment of staff and resources and the operation of school policies and appropriate Health & Safety requirements and practices. * Proactively support and enhance all strategies to positively promote the school; through liaison with parents, outside agencies and the community; and through school events, Open Evenings and Parent Teacher Surgeries.   **Knowledge, experience and training.**  Teaching & Learning Leaders should have the necessary experience and capabilities to be ‘lead practitioners’ within the school.  Your professional development and training will be met within the context of your needs and those of the school, and supported by your ‘leadership support’ partner from the SLT.  As a successful Teaching & Learning Leader you will require excellent interpersonal skills and the ability to lead and manage through clear structures, effective two-way communication and the ability to inspire and motivate them to work as a team for the benefit of the students. You will be able to discuss, analyse, debate and formulate policy with other Middle leaders and with SLT. Your ‘passion for learning’ and team-working skills are central to the success of the role as are your understanding of students needs and of pedagogical issues. Above all your ability to work in an ‘emotionally intelligent’ way with staff and students, and to model the four principles of the school, will contribute to the wider success of the school as well as your team.  **Additional information:**  All staff at Stanborough have a comprehensive package of support, training and performance management, giving scope for personal and professional development.  It is a requirement of all staff that they sign the IT Acceptable User Policy, and all staff will be expected to attend Safeguarding and Prevent training.  *Whilst every effort has been made to explain the main responsibilities and duties of the post, each individual task to be undertaken will be not identified. Employees will be expected to comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this job description. The job description is current to the date shown but, in consultation with you, it may be changed by the Headteacher to reflect or anticipate changes in the job commensurate with the grade and job title.*  January 2020 |

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| **Teaching and Learning Leader: Science Person Specification** |

**Qualifications**

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| Essential | Desirable |
| * Qualified teacher status * First degree * Understanding of child safeguarding issues and successful measures that promote and ensure the safeguarding of children * Knowledge of current legislation, guidance and developments relating to the subject area * Meets National Standards for NQT | * Continuous on-going Continuous Professional Development * Willingness and desire to undertake further professional development and training |
| **Knowledge and skills** | |
| Essential | Desirable |
| * The ability to demonstrate good subject and curriculum knowledge * Successful experience in teaching science * The ability to manage behaviour effectively to ensure a good and safe learning environment * An understanding of the principles of good classroom management and planning. * Ability to challenge and support all students to do their best * Holding positive values and attitudes and adopt high standards of behaviour in a professional role * An understanding of and commitment to equal opportunities for all students * Ability to challenge and support all students to do their best * Having an extensive knowledge and well informed understanding of a range of learning, teaching and behaviour management strategies * Leadership of key developments within a science faculty | * Knowledge of recent initiatives and issues in education, including science education * Using IT as a curriculum tool to improve standards * Evidence of leading and developing a team * Knowledge and experience of curriculum development * Involvement in and organisation of wider school activities, including extra-curricular activities |
| **Professional Attributes:** | |
| Essential | Desirable |
| * Holding positive values and attributes and adopt high standards of behaviour in a professional role * An understanding of, and commitment to, equal opportunities for all students * Genuine commitment to high quality teaching * Developing, supporting and leading other members of staff * The ability to lead the department and its staff for the benefit of the students | * A willingness to participate actively in the life and work of the school to support its ethos and culture |
| **Personal skills:** |  |
| Essential | Desirable |
| * Highly effective communication skills with both children and adults * Effective time management skills and an ability to meet deadlines and work under sustained pressure * Commitment to implementing whole school policies relating to the safeguarding of children | * Proven track record of successful teamwork * Raising standards in conjunction with other members of staff |
| The above will be evidence by a variety of means including: Application Form, Letter of application, References and Interview process | |