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| **Post Reference:** | **1031** |
| **Academy:** | **Leeds East Academy** |
| **Job Title:** | **Curriculum Manager - Art & Photography (Maternity Cover)** |
| **Grade:****Hours:** | **MPS/UPS (£25,471 - £41,604) – TLR 2b (£4,789)****Full Time (32.5 Hours per week)** |
| **Accountable to:** | **Vice Principal - Behaviour, Attitude, Personal Development (BAPD) and Student Experience** |

White Rose Academies Trust is a local trust dedicated to raising and fulfilling the ambitions of young people. Our academies throughout Leeds are at the heart of the communities they serve, which is why we are committed to delivering an **outstanding education** to every one of our students.

Leeds East Academy is an over-subscribed 11-16 rapidly improved Academy that has recently achieved the title of most improved school in Yorkshire and the fourth most improved school in the country. Our Academy is committed to delivering an outstanding education to each and every one of our students. We provide exceptional life training; harnessing the skills and fortifying the aspirations of young people, who we know will transform the region and provide a positive, progressive contribution to society. **Our vision at Leeds East Academy is clear to secure an Ofsted rating of outstanding.**

**Role: The role of curriculum manager is an** integral member of the curriculum area of Art and Photography to provide targeted support with the management of the subject area of Art & Photography, working collaboratively with the strategic lead for Art and Photography.

A key aspect of this role will be to support with the day-to-day management of this curriculum area to secure the effective organisation, administration, resourcing and deployment of the team, ensuring the Quality of Education within this area is delivered to an exceptional standard. Please note this is post is a temporary maternity cover until the return of the post holder.

**Duties and Responsibilities:**

* To uphold and implement all whole-Academy policies in the discharge of duties of the post
* In conjunction with the Principal, to plan the offer of appropriate courses within the curriculum area.
* To contribute to the compilation of Academy SEF themes
* To report on Standards and Progress in the area by tracking through the year and producing summative reports as required
* To deploy staff effectively in order that they achieve a consistently good standard of teaching or support for learning
* To actively participate in Academy Professional Management processes, acting as performance manager for staff as agreed in structure.

**Management:**

* To ensure schemes of work are produced, kept up to date, and adhered to by staff
* To manage exam entries, coursework requirements, submission dates and all routine accreditation demands either directly or through clearly defined, agreed responsibilities within the team
* To contribute to the writing of the Curriculum Development and Improvement Plan and the oversight of successful implementation
* To manage the team and other resources of budget including bidding and forecasting future needs to ensure impact on student outcomes
* To identify underachieving groups and students and ensure all teachers use data to monitor progress of students, planning appropriate interventions
* To ensure standardisation in assessment of students work, in order that accurate tracking, coursework marking, and exam predictions take place and that assessment supports progress

Part of **White Rose Academies Trust** - the **most rapidly improved family of schools in the region** - Leeds East Academy is accelerating on a thrilling journey, which will ultimately see the school, its staff and its students, secure **an Ofsted rating of World Class.**

We are securing our vision for Outstanding by growing our family of exceptional education professionals; **dedicated specialists** and **passionate leaders** with the shared goal of transforming future prospects for the next generation in West Yorkshire.

The Trust currently employs over 450 members of staff and is responsible for educating and developing almost 4,000 students between the ages of 3 to 16. The Trust consists of three secondary schools - Leeds City Academy, Leeds East Academy and Leeds West Academy, and also welcomed its first primary school Alder Tree Primary Academy on 1st December 2020.

We believe the Trust is a highly desirable place of work for an ambitious professional, who will be joining one of the most supportive and talented teams in the country.

White Rose Academies Trust is a member of Luminate Education Group. Other members of the group include Leeds Conservatoire, Keighley College, Harrogate College and Leeds City College. The group provides leadership and operational support and advice to all our academies. They also share our vision of creating a truly outstanding Trust.

**Closing Date:** Wednesday 20th October 2021 09:00

**Shortlisting:**   Wednesday 20th October 2021 09:00

**Interview Date**:  Friday 22nd October 2021

**Start Date:**  ASAP

To apply, please complete the application form and return to recruitment@whiteroseacademies.org by the closing date. Please note we are unable to accept CV’s.

White Rose Academies Trust is committed to safeguarding and promoting the welfare of its students and expects all staff and volunteers to share the commitment. Appointments will be subject to Safer Recruitment Procedures and an enhanced DBS check.

Please note this role will involve contact with children and you will be engaging in regulated activity. It is an offence to apply for the role if you are barred from engaging in regulated activity relevant to children.

**PLEASE NOTE THE REQUIREMENT TO ATTACH YOUR APPLICATION FORM AS A SEPARATE DOCUMENT TO YOUR EQUAL OPPORTUNITIES FORM WHEN EMAILING YOUR APPLICATION TO US.**