

Job Description

Post title	Head of English
Responsible to	SLT Line Manager

Purpose of job

Objectives

The Head of English will have:

- Effective leadership skills
- Excellent track record of high-quality teaching leading to excellent outcomes for all.
- Enthusiasm and passion for their subject and student outcomes.
- A passion for sustaining a broad, balanced and engaging curriculum for all our pupils.
- Responsibility for the academic outcomes of the department.
- The ability to develop exemplary practice across the department, which supports the ethos, values and vision and contributes to the overall life and work of the school.

Core Purpose

The main responsibilities for the Head of English are to:

- Plan, deliver, monitor, and evaluate the curriculum provision and enrichment for all year groups within the department.
- Model high quality teaching and lead collaborative planning and development, including the sharing of resources and best practice within the department.
- Design and implement assessment at key points to enable accurate judgements on student progress.
- Be accountable for student progress and participation in English across the school at all key stages.
- Monitor the identification of and provision for students with individual needs and develop differentiated learning and teaching methods.
- Lead behaviour management in the department, promoting high expectations and routines for learning, consistent with school policy, and liaising with Tutors, Heads of Year and Parents when necessary.
- Monitor the development of the teaching and learning within the department through climate walks, learning focus visits, and work check, and provide detailed, constructive feedback and action plans.
- Utilise this information to monitor, evaluate and continually improve the quality of planning, teaching, and assessment of all members of the English team.
- Lead, develop and line manage the English department's staff through the provision of CPD, inset training days, supervising ECT and ITT students, etc.
- Work collaboratively with other department and department leads within the wider school and Trust.
- Manage departmental budget and resources effectively and efficiently.
- Work with colleagues, students, and families to develop a strong school community.
- Design and implement risk assessments and safety measures as necessary to ensure the delivery of the subject is safe for all.
- Carry out any other duties as might be reasonably requested by the Principal.

Collegiate responsibility

In addition to the specific responsibilities of this post, every member of staff at Corby Technical School will commit to:

- ✓ *Providing a courteous and efficient service to students at all times*
- ✓ *Using their influence with other staff and students to promote high standards of behaviour and order within the school*
- ✓ *Working to maintain the school at the forefront of educational practice*
- ✓ *Fostering and sustaining a culture of independence and creativity in all aspects of the school's operation*

Performance Management

All staff will participate in Corby Technical School's Performance Management Review scheme as outlined in the School's pay and CPD policies.

Role Review

This job description sets out the main duties of this post at the time of drafting. It cannot be read as an exhaustive list. It may be altered at any time in consultation with the post holder subject to the Principal's approval.