ALL SAINTS
CATHOLIC COLLEGE

ORARE LABORARE SERVIRE

Head of Art

Job Details

Job title: Head of Art

Salary: MPS/UPS Inner London plus TLR 2b £3772

Contract type: Permanent

Responsible for: Art and Photography

Main purpose

The subject leader will take lead responsibility for providing leadership and management of the Art department to secure:

- High quality teaching
- Effective use of resources
- Improved standards of learning and achievement for all

Duties and responsibilities

Strategic direction

- Develop and implement policies and practices for the Art departments which reflect our school's commitment to high achievement, effective teaching and learning
- Create a climate which enables staff to develop and maintain positive attitudes towards the subject and confidence in teaching it
- Establish a clear, shared understanding of the importance and role of the subject in contributing to pupils' spiritual, moral, cultural, mental and physical development, and in preparing pupils for the opportunities, responsibilities and experiences of adult life
- Use data effectively to identify pupils who are underachieving in the subject, and create and implement effective plans to support those pupils where necessary
- Analyse and interpret relevant national, local and school data, as well as research and inspection evidence, to inform policies, practices, expectations, targets and teaching methods
- With the involvement of relevant staff, establish short, medium and long term plans for the development and resourcing of the subject
- Monitor the progress made in achieving subject plans and targets, evaluate the effects on teaching and learning, and use this analysis to guide further improvement
- To be responsible for pupil outcomes in all the Art specialisms

Teaching and learning

- Ensure curriculum coverage, continuity and progression in the subject for all pupils, including more able pupils, pupils with special educational needs and pupils with English as an additional language
- Make sure that teachers are clear about the teaching objectives in lessons, understand the sequence of teaching and learning in the subject, and communicate such information to pupils
- Provide guidance on the choice of appropriate teaching and learning methods to meet the needs of the subject and of different pupils
- Ensure effective development of pupils' literacy, numeracy and IT skills through the subject
- Establish and implement clear policies and practices for assessing, recording and reporting on pupil achievement, and for using this information to recognise achievement, set targets, and secure good progress
- Set expectations and targets for staff and pupils in relation to standards of pupil achievement and the quality of teaching
- Evaluate the teaching of the subject in the school, use this analysis to identify effective practice and areas for improvement, and take action to improve further the quality of teaching
- Ensure effective development of pupils' individual and collaborative study skills
- Work with staff to establish a partnership with parents to involve them in their child's learning of the subject, as well as providing information about curriculum, attainment, progress and targets
- Develop effective links with the local community, including business and industry, in order to extend the curriculum, enhance teaching and to develop pupils' wider understanding
- To develop outstanding teaching resources for the Art subjects.
- To monitor the quality of pedagogy for the Art subjects.
- To provide continuous CPD for the Art subjects.

Leading and managing staff

- Help staff to achieve constructive working relationships with pupils and parents
- Establish clear expectations and constructive working relationships among staff involved with the subject, including through team working and mutual support; devolving responsibilities and delegating tasks, as appropriate
- Sustain your own motivation and, where possible, that of other staff involved in the subject
- Appraise staff as required by the school policy and use the process to develop the personal and professional effectiveness of the appraisee(s)
- Audit training needs of subject staff
- Lead professional development of subject staff through example and support, and co-ordinate the provision of high-quality professional development by methods such as coaching, drawing on other sources of expertise as necessary, for example, higher education, local authority, subject associations
- Make sure that trainee and newly qualified teachers are appropriately trained, monitored, supported and assessed
- Enable teachers to achieve expertise in their subject teaching

- Work with the SENCO and any other staff with special educational needs expertise, to make sure that education, health and care plans are used to set subject-specific targets and match work well to pupils' needs
- Make sure that the Headteacher, senior managers and governors are well informed about subject policies, plans and priorities, the success in meeting objectives and targets, and subject-related professional development plans
- To line mange the Head of History and Geography.
- To line manage the Teachers of History and Geography.

Efficient and effective deployment of staff and resources

- Establish staff and resource needs for the subject and advise the headteacher and senior managers of likely priorities for expenditure, and allocate available subject resources with maximum efficiency to meet the objectives of the school and subject plans and to achieve value for money
- Deploy, or advise the headteacher on the deployment of staff involved in the subject to make sure the best use of subject, technical and other expertise
- Make sure the effective and efficient management and organisation of learning resources, including ICT
- Maintain existing resources and explore opportunities to develop or incorporate new resources from a wide range of sources inside and outside the school
- Use space to create an effective and stimulating environment for the teaching and learning of the subject
- Make sure that there is a safe working and learning environment in which risks are properly assessed

Please note that this list of duties is illustrative of the general nature and level of responsibility of the role. It is not a comprehensive list of all tasks that the careers leader will carry out. The postholder may be required to do other duties appropriate to the level of the role.

Person specification

Criteria	Qualities
Qualifications and training	Degree Qualified teacher status Evidence of further and relevant CPD which has had an impact on your work
Experience	Excellent classroom practitioner who can be a role model for others
Skills and knowledge	Expert knowledge of current educational developments Clear understanding of current issues relating to KS3 provision Awareness of local and national organisations that can provide support with key stage pastoral care Ability to build effective working relationships with staff and other stakeholders to lead, motivate and deliver change Ability to adapt teaching to meet pupils' needs Ability to build effective working relationships with pupils Knowledge of guidance and requirements around safeguarding children Good IT skills Effective communication and interpersonal skills Ability to communicate a vision and inspire others
Personal qualities	A commitment to getting the best outcomes for all pupils and promoting the ethos and values of the school Uphold and promote the ethos and values of the school Ability to work under pressure and prioritise effectively Maintain confidentiality at all times Commitment to safeguarding and equality Outstanding communication skills Willingness to lead in the extra-curricular life of the school