

	HEAD OF ART JOB DESCRIPTION
Date:	May 2021

Accountable to: Head of Expressive Arts Faculty. Ultimately the Head of School and Executive Headteacher.

The Head of Art is responsible for all aspects of Art and Photography in the school.

Core Purpose

The core purpose of a Head of Art is to provide professional leadership and management to secure high-quality teaching, effective use of resources and improved standards of learning and achievement for all pupils.

The specific tasks associated with the role of Head of Art are:

Leading, managing and developing Art

The tasks associated with the role of Head of Art are specifically to:

- Lead the development and implementation of policies and practices in line with School policies.
- Advise the Head of School, Executive Headteacher, Leadership Team and Head of Faculty of developments in Art.
- Prepare development plans as necessary
- Promote Art as a subject to students of all ages and abilities.
- Produce reports for the Head of School, Executive Headteacher, Leadership Team and Head of Faculty, as required.
- Report and be accountable to the designated line manager for assessment processes, practices and outcomes.
- Work with other post holders in the Expressive Arts faculty to develop consistent approaches to professional practices.
- Organise and present an annual exhibition of students work to promote GCSE and A Level work within the faculty

The outcomes that are associated with this element are to lead Art so that teachers will:

- Be consistent in their practice.
- Be consistent in their implementation of policies.
- Use the outcomes of self-evaluation to develop their practice that results in pupil progress.
- Collaborate to implement development plans.

The outcomes that are associated with this element are to lead Art so that pupils will:

- Actively participate in learning

- Produce work and assignments in response to curriculum demands (including homework)
- Conform to the school's behaviour policy.
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- The outcomes that are associated with this element are to work as part team of heads of subjects who:
- Are consistent in their practice
- Share good practice with other subject leaders.
- Act as role models in teaching pupils effectively
- Act as role models in managing pupils effectively
- Act as role models in demonstrating professional curriculum leadership

Impacting on educational progress of pupils beyond those assigned to the teacher

The outcomes that are associated with this element are to lead Art so that pupils will:

- Achieve high standards in public examinations.
- Progress to the next stage of their education with confidence and enthusiasm.
- Show sustained improvement in Art
- Understand how to improve their studies.
- Know their academic targets.
- Be enthusiastic about Art.
- Contribute to the maintenance of a purposeful working environment.

Leading, developing and enhancing the teaching practice of others and managing staff

The tasks associated with the role of Head of Art are specifically to:

- Implement school policy on monitoring and evaluating the work of the department. This will include undertaking lesson observation, giving feedback to staff and where appropriate setting targets to improve the quality of teaching.
- Lead the production and updating of schemes of work. These should ensure curriculum coverage, continuity and progression in Art for all pupils, including those of high ability and those with special needs.
- Co-ordinate the production of tests and examinations in Art.
- Keep parents well informed about their child's achievement in Art and ensure that all information sent to parents is of a high standard
- Direct and supervise the work of teachers delivering Art
- Lead the production of the Art Handbook and update it regularly.
- Provide information and participate in Threshold Assessment and Performance Management processes.

The outcomes that are associated with this element are that teachers of Art will:

- Work together as a team with shared aims
- Plan and deliver lessons, using the Art programme of study, where objectives are shared and reviewed.
- Support the aims of the school and understand how their team role relates to the school's aims.
- Have detailed job descriptions which set out their responsibilities and duties.

- Ensure that all pupils are prepared adequately for public examinations.
- Keep parents well informed about their child's achievement in Art and ensure that all information sent to parents is of a high standard.
- Monitor the academic progress of the pupils in their teaching groups.
- Advise the Head of Faculty on matters affecting the pupils in their groups

Monitoring and accountability

The tasks that are associated with this element are to:

- Provide information, advice and analysis for the Head of School, Executive Headteacher and other senior managers so that they can understand the issues affecting the progress of individuals or groups in Art.
- Monitor, evaluate and review the impact of interventions and resources for Art.
- Respond to other adults and agencies who require up to date information about Art presented in a concise and accurate manner.

Working as part of a team:

The outcomes associated with this element are teachers who:

- Support the Art Department, pastoral team and school by implementing school policies consistently.
- Value working with others and understand that as professionals we need feedback in order to help us to improve.
- Share resources and engage in collaborative working, playing a full part to secure the best outcomes for young people.
- Prepare for meetings and participate in them.
- Work as members of teams in a range of roles and actively promote effective team work as a means to achieve the highest professional standards.
- Provide support and challenge to one another.
- Meet the deadlines requested by others, including being punctual to class and meetings.
- Treat colleagues with respect and dignity.

And any other duties as required.