



STUDLEY HIGH SCHOOL

AN ACADEMY TRUST SCHOOL – ALWAYS AIMING HIGHER

Job Description – Head of Chemistry or Biology

Title of Post:	Head of Chemistry or Biology
Salary Scale:	MPS/UPS + TLR 2a
Responsible to:	Headteacher; Deputy Headteacher – Teaching and Learning; Curriculum Area Leader
Responsible for:	Development of resources, modelling best practice, teaching, learning and development of staff within the Chemistry or Biology department.
Accountabilities:	To be met in accordance with the provisions of the School Teachers' Pay and Conditions Document and within the range of teachers' duties set out in that document and the professional standards for teachers

Job Purpose

- To develop and implement teaching and learning initiatives and strategies in Chemistry or Biology to raise student standards and progress.
- To be a model of excellent practice, maintaining a clear focus on outstanding delivery to learners ensuring a department where best practice is routinely evidenced
- To take a lead role, working closely with the CAL and other lead teachers, in developing, implementing and evaluating policies and practice that lead to school improvement
- To undertake research into best practice in other schools
- To research and evaluate innovative curricular practices and draw on research outcomes and other sources of external evidence to inform own practice and that of colleagues
- To develop high quality teaching materials and schemes of learning
- To use local and national statistical data and other information, in order to provide a comparative baseline for evaluating learners progress and attainment, a means of judging the effectiveness of their teaching, a basis for improving teaching and learning
- To support underperforming teachers to enable them to improve their practice
- To support and provide CPD for staff, where appropriate.
- To monitor and support the overall progress and development of students as a teacher/ Form Tutor.
- To promote, lead and ensure high quality whole school performances linked to extracurricular activities.

Specific duties/responsibilities

Strategic Direction and Development

- To promote Chemistry or Biology through both curricular and extra-curricular provision and raise the profile of Chemistry or Biology across the school.
- Take a lead role, working closely with other leading practitioners in determining and developing policies, procedures and practice, promoting collective responsibility for their implementation to ensure high achievement through effective teaching and learning and whole-school improvement
- Analyse national, local and school data, research and inspection findings to inform curriculum area policies and practices, expectations and teaching methodologies and to report regularly to the Headteacher, Senior Leadership Team and Head of Department on progress and plans.



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- Use local and national data and other information in order to provide: a comparative baseline for evaluating learners' progress and attainment; a means of judging the effectiveness of their teaching; a basis for improving teaching and learning
- Know how to and take a lead role to improve the effectiveness of assessment practice in the school, analysing statistical information to evaluate the effectiveness of teaching and learning
- Research and evaluate innovative curricular practices and draw on research outcomes and other sources of external evidence to inform own practice and that of colleagues

Teaching and Learning

- Support CAL in monitoring and developing the standard of learning in Chemistry or Biology
- Secure and sustain effective teaching of subjects through structured monitoring and evaluation of all aspects of teaching and learning and active participation in the school's monitoring evaluation and review cycle through lesson observations, feedback to teaching staff, work sampling, learner interviews and written reports to the Headteacher and Senior Leadership Team as necessary
- To teach a timetable within specialism appropriate to the demands of the role and the need of the school

Leading, Motivating and Developing

- Have teaching skills which lead to excellent results and outcomes. Demonstrate excellent and innovative pedagogical practice, and deliver demonstration lessons
- Carry out subject/quality assurance activities e.g. classroom observations
- Contribute to the professional development (and performance management where appropriate) of colleagues using a broad range of skills appropriate to their needs so that they demonstrate enhanced and effective practice (e.g. coaching, mentoring, induction)
- Disseminate materials and advise on practice, research and CPD provision
- Make well founded appraisals of situations upon which they are asked to advise, applying high level skills in lesson observation to evaluate and advise colleagues on their work and devising and implementing effective strategies to meet learning needs leading to improvements in learner outcomes



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Person Specification

Lead Teacher - Chemistry or Biology

Qualifications:

- Qualified teacher status
 - Degree or equivalent
 - Established and evidenced practice as an outstanding teacher over a prolonged period

Professional Development

Teaching and Learning

- Evidence of a commitment to own professional development
 - Outstanding classroom practitioner
 - Proven ability to raise standards in classrooms other than their own
 - Experience of leading teaching and learning initiatives beyond their own classroom
 - Excellent understanding of the components which comprise outstanding teaching and learning
 - Experience of giving effective feedback to colleagues about professional performance
 - Experience of coaching and mentoring colleagues
 - Experience of conducting lesson observations

Knowledge

- Use of assessment and attainment information to improve practice and raise standards
 - Use of strategies to promote good learning relationships and high attainment in an inclusive environment
 - Vision for the developments of teaching and learning
 - Strategies to enhance teaching and learning
 - Use of intervention strategies to address identified issues for development
 - Awareness of the latest developments and initiatives in education

Skills and Experience

- Excellent interpersonal and communication skills
 - The ability to lead and foster positive professional relationships and work effectively with teaching staff of varying experience
 - Developing high quality learning strategies and monitoring learner progress to raise attainment
 - Evidence of high achievement in teaching across the Key Stage
 - Working effectively as a tutor
 - Experience of contribution to the professional development/mentoring of colleagues
 - Effective use of Assessment for Learning to engage learners as partners in their learning
 - Ability to establish curriculum development, assessment, co-ordination and coaching
 - Ability to plan and resource effective interventions to meet curricular objectives