

Head of Department Creative Arts



Job Description

POST:	Head of Creative Arts
START DATE:	April/Sept 2023
RESPONSIBLE TO:	Principal, under the day to day management and leadership of a member of the Principal's Leadership Team
SALARY:	MPS/UPS + TLR 2C £7368
LOCATION:	Oasis Academy Sholing, Southampton
WORKING PATTERN:	Full Time, Permanent
DISCLOSURE LEVEL:	Enhanced

Purpose of the role

The delivery of high-quality curriculum provision typified by effective teaching and learning within the curriculum area of Creative Arts, ensuring strong rates of progress and exceptional levels of engagement. In addition to carrying out the professional duties of a qualified teacher in accordance with School Teachers Pay and Conditions document, the post holder, in consultation with their line manager and the Principal, shall take responsibility for:

Strategic Direction and Development of the Creative Arts Department (art, drama, music)

- Establishing and maintaining policies and practices which promote high achievement through effective teaching and learning, providing a broad and balanced curriculum
- Creating an environment where students and staff develop and maintain positive attitudes towards teaching and learning
- Using data effectively to monitor and evaluate student progress; planning and implementing effective intervention to support all students to achieve highly
- Analysing national, local and Academy data, research and inspection findings to inform curriculum area policies and practices, expectations and teaching methodologies and to report regularly to the Principal/Academy Council on progress and plans
- Contributing to the Academy Improvement Plan and establishing an effective subject Improvement Planning Cycle to meet Academy strategic priorities.

Job Description

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Teaching and Learning of Creative Arts Department (art, drama, music)

- Leading the development of appropriate, challenging and differentiated schemes of learning that ensure all students make rapid and sustained progress.
- Securing and sustaining effective teaching of the subject through structured monitoring and evaluation of all aspects of teaching and learning.
- Ensuring teaching and learning objectives are clear to all members of the curriculum team
- Ensuring effective development of students' literacy, numeracy and ICT skills within the subject
- Developing the curriculum to meet the needs of all students; introducing, planning and implementing new courses of study to meet KS4 and KS3 curriculum initiatives and developments

Leading and Managing the Staff who teach in the Creative Arts Department (art, drama, music)

- Line managing all members of the Creative Arts team and providing effective support, challenge, information and professional development for all staff within the subject area as necessary
- Establishing clear expectations and high standards of professionalism and collaboration across the subject
- Taking an active role as a Team Leader within the Academy's performance management policy to develop the professional effectiveness of colleagues
- Providing structured support and assessment for ECT trainees to enable them to meet the relevant professional standards
- Working in collaboration with the SENDCO and Year Leaders to ensure that individual plans are used to set subject specific targets and support progress, as required

Efficient and Effective Deployment of Staff and Resources within the Creative Arts Department (art, drama, music)

- Using appropriate resources, in consultation with the Principal, for effective, efficient and safe teaching and learning within the subject area; accommodation, staff, time, courses, development opportunities, ICT equipment
- Creating an effective and stimulating learning environment for teaching and learning
- Deploying accommodation to effectively meet the teaching and learning needs of the subject
- Ensuring a safe working and learning environment through application of appropriate risk assessment

Job Description continued...



Teaching Commitment

The post holder will be expected to teach in line with the Academy's generic teacher's job description. Designated non-contact time for leadership and management responsibilities will be made available.

The person undertaking this role is expected to work within the policies, ethos and aims of the Academy and to carry out such other duties as may reasonably be assigned by the Principal. The postholder will be expected to have an agreed flexible working pattern to ensure that all relevant functions are fulfilled through direct dialogue with employees, contractors and community members.

All teachers take an active role in the Academy's pastoral care of students and the post holder will be expected to fulfill the role of form tutor.

The above responsibilities are subject to the general duties and responsibilities contained in the Statement of Conditions of Employment.

Person Specification



ESSENTIAL

DESIRABLE

Qualifications

Qualified Teacher Status	Masters Degree
A degree in appropriate subject	

Professional Development

Evidence of a commitment to own professional development	Recent relevant training in leadership and management
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Experience

Evidence of high achievement in teaching across the Key Stages	Professional development/ mentoring of colleagues
A keen interest in developing the teaching of others	Currently holding a significant position of responsibility
Currently holding a position of responsibility	Experience of leading a development within a team
The development of schemes of learning across the Key Stages	Development of partnerships with other schools, business and the community, specifically faith and other community groups as resource for learning
Working effectively as a form tutor	

Knowledge

Use of assessment and attainment information to improve practice and raise standards	An understanding of KS2 and/or post 16 curriculum
Secure knowledge of the Art curriculum at KS3/4	
Use of strategies to promote good student relationships and high attainment in an inclusive environment	
An understanding of Health and Safety regulations affecting the curriculum area	

Person Specification

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ESSENTIAL

DESIRABLE

Skills	
Excellent communication and presentation skills	Ability to use and promote a wide range of teaching methodologies
Competent user of ICT	

Commitments	
Actively supports the Academy's aims	Innovative curriculum development and partnership with other schools in the wider community, including business and university links
Commitment to ITT	
Active participation in Academy developments	
Leading extra-curricular activities/ educational visits / out-of-hours learning	
Commitment to innovative curriculum development and partnership with other schools and the wider community	

Personal	
Passion for Teaching	
Energy, enthusiasm and flexibility	
Resilience and a positive outlook on life	
Ability to work under pressure and determination to succeed	