



JOB DESCRIPTION

Central Leader

Salary - TMS/UPS plus TLR

Responsible to: Principal

Responsible for: Leading the development of learning and teaching

This job description is subject to the current conditions of employment of teachers contained in the School Teachers' Pay and Conditions Document, the Education Act of 1997, the required standards for Qualified Teacher Status, other current educational legislation and the school's articles of governance. This job description may be amended at any time following discussion between the Principal / Line Manager and member of staff and will be reviewed annually.

1. JOB PURPOSE

- To contribute to the progress and successful implementation of the academy and Departmental Developments Plans with specific responsibility for the Department
- To lead a team of teachers in the delivery of the subject within the department, ensuring high quality learning experiences within the classroom
- To develop and enhance the teaching practice of teachers in the department.
- To promote the faculty as a subject across the academy

Safeguarding Responsibilities

This role involves working with children on a daily basis and is therefore in regulated activity.

2. DUTIES AND RESPONSIBILITIES

Managing / Leading Policy

- The leadership of learning and teaching.
- To contribute as a member of the faculty to the review and development of whole academy aims, values, objectives and policies and ensure their successful implementation.
- To assist in establishing clear and comprehensive faculty aims, objectives and practices, consistent with those of the academy and to ensure their successful implementation
- To assist in the planning, monitoring, reviewing and evaluating the work of the faculty in the context of academy and department policies and agreed self-evaluation procedures.

- To assist in establishing and maintaining very clear behaviour management systems in line with agreed academy policies

Managing / Leading Learning:

- To ensure that the academy's learning and teaching policy is fully implemented within the department and to assist in promoting high standards of learning and teaching across the faculty.
- To use relevant data to set targets and to inform the planning of appropriate learning activities in the department.
- To assist in the use of analysis and evaluation of performance data within the department
- To ensure that agreed intervention strategies are implemented with targeted students.
- To assist in ensuring high standards of achievement in the faculty with students meeting or exceeding agreed targets, as set using prior attainment data.
- To develop and regularly review the curriculum and schemes of learning that are consistent with academy and faculty policies.
- To monitor the quality of learning and teaching within the faculty with particular reference to learning and teaching.
- To display those qualities expected of good teachers with regard to subject knowledge, teaching skills, assessment and tutoring.
- To support and encourage teachers in the faculty to maintain high standards of preparation, classroom management, teaching and assessment.
- To promote discussion and sharing of effective teaching and learning practice within the faculty.

Managing / Leading People:

- To assist in assuring that all faculty staff understand their responsibilities
- To assist in performance management, in monitoring and observations and providing professional support as necessary.
- To assist in ensuring that effective communication takes place within the faculty
- To assist with the effective training of teacher trainees and induction of new colleagues within the faculty.
- To encourage members of the faculty to engage in continuing professional development.
- To take a full and committed part in your own Performance Management and professional development in line with academy policy, ensuring that you keep up to date with national developments in the subject area and good practice in the development of high quality learning methodology.

Managing Resources:

- To assist in monitoring the care and condition of all accommodation and resources, ensuring that all classrooms within the department are left in a tidy and litter free condition after teaching.
- To promote the creation of a stimulating teaching and learning environment.
- To monitor Health and Safety practice and report any issues to relevant staff. To assist in ensuring that agreed health and safety practices are fully implemented.

- To assist in identifying financial, staffing and resourcing needs.
- To ensure that teaching resources are available and managed in an orderly manner.
- To liaise with faculty support / technical staff to ensure that all department equipment is correctly maintained for use by staff and students

Other

In addition to carry out any further duties as reasonably required by the Principal.

This academy is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

Support the Trust's sustainability ambitions to reduce our carbon footprint and to act as responsible global citizens by reducing energy consumption and waste production at our schools.

March 2020