

## **JOB DESCRIPTION**

|                          |   |
|--------------------------|---|
| <b>Position</b>          | Head of Drama   |
| <b>Salary</b>            | Main pay scale + £1,600 Mossbourne Allowance & TLR 2B (or UPS + TLR 2B)   |
| <b>Hours</b>             | 40 hours per week   |
| <b>Work Pattern</b>      | Full Time: Term Time Only   |
| <b>Contract type</b>     | Permanent   |
| <b>Responsible to</b>    | Head of Learning Area – Expressive & Performing Arts  |
| <b>Location</b>          | Mossbourne Victoria Park Academy  |
| <b>Key relationships</b> | Head of Learning Area for Expressive & Performing Arts<br>Teaching staff within Drama and learning area. Pastoral & Year Team Staff |
| <b>Start date</b>        | 5 <sup>th</sup> June or 1 <sup>st</sup> September 2023.   |

\* We encourage early applications, as we may interview and appoint before the closing date. \*

\* If you have further questions about the role, please contact the Academy Reception on 020 8510 4550. \*

### **The Mossbourne Federation**

Mossbourne is the realisation of Sir Clive Bourne's dream to provide the children of Hackney with an outstanding education. Mossbourne is built on a formula of high expectations, doing the simple things right, and the belief that all children can succeed. All learners, regardless of ability, benefit from the innovative and enlightened approaches to teaching and learning. The Federation's calm working atmosphere creates well-rounded individuals who excel in the arts, on the sporting field and academically.

The Mossbourne Federation consist of four academies: Mossbourne Community Academy (MCA) secondary and sixth form, Mossbourne Victoria Park Academy (MVPA) secondary, Mossbourne Parkside Academy (MPA) and Mossbourne Riverside Academy (MRA), both primary.

The Mossbourne Federation is actively seeking to increase the proportion of our workforce who come from diverse backgrounds. We particularly welcome applications from people of Black, Asian, and other minority ethnic descent. Injustice, discrimination, and intolerance go against the core tenets of the Mossbourne ethos. We actively reject discrimination in our academies through continuous review of our working policies & practices across the federation, including at board level. We are committed to developing & supporting inclusivity, diversity & anti-racism in every facet of what we do.

### **Mossbourne Victoria Park Academy (MVPA)**

At Mossbourne Victoria Park Academy (MVPA) we continue to build on the Federation's ethos of exceptional education for all our pupils. With learning at the heart of everything we do, MVPA continues to raise expectations and achievement in Hackney and its neighbouring boroughs, with the belief that all pupils can fulfil their true potential. Our staff deliver excellent lessons; our pupils enjoy a vibrant enrichment programme and have access to debate, speech-making, and presentation training through our oratory specialism. Our excellent teaching staff work in a rewarding environment where everyone pulls together for the same thing, the best possible deal for our pupils.

### **Why work for us?**

#### ***The chance to really make a difference to the young people who need it the most.***

Our students need the best possible teachers and support staff as they must overcome significant disadvantage if they are to succeed. 41% of our students are eligible for the pupil premium grant, 18% have a special educational need and 21% have English as an additional language. Our results put us in the top 100 schools in the country for pupil progress, because we believe all students can succeed and go to great lengths to achieve this.

#### ***A fantastic working environment***

We place ultimate value on respect for staff; behaviour is beyond outstanding; the teacher is sacred. This is a school in which you can really teach. The school is housed in a beautiful Grade ii listed Huguenot building and a purpose built modern one. As you would expect, classrooms and offices are all fully equipped.

### ***Enhanced Pay***

We pay a Mossbourne allowance of an additional £1600 to teachers on the main pay scale.

### ***A truly supportive culture***

We offer excellent and frequent opportunities to reflect on and improve your practice, with first rate professional development for all, and a specialist programme for ECTs.

### ***A range of benefits and perks***

including but not limited to: Season Ticket Loans; Tax free bicycle purchase; Recruitment Applicant Awards; Free staff fitness classes; Corporate gym membership; Tax free childcare vouchers; Discounts at local restaurants; Employee Assistance Programme.

## **The Expressive and Performing Arts Learning Area**

The Learning Area consists of Art, Textiles, Food & Nutrition, Music, Drama and Physical Education. It is housed in a custom-designed building built in 2014, making for a first-rate working environment. The learning area includes a drama studio, chapel, sports hall, kitchen, a music room, several music practice rooms including a music technology suite, a textiles room and two art rooms. There are currently 17 staff in the learning area. Big highlights for the Learning Area are the annual whole school production, Moss Fest and Year 7-10 sports day at Mile End Stadium. The learning area plays a huge contribution to the extracurricular and enrichment offer at our Academy.

## **The Drama Department**

All students at the Academy study Drama in year 7 and 8 then have the option to continue to study GCSE Drama from year 9. It is a popular option, and we currently have two classes in each year group. The department consists of one drama studio, The Chapel and The Auditorium. All classrooms are equipped with touch screen displays. There are many Drama extra-curricular opportunities at MVPA including enrichment clubs, the annual production, Moss Fest and The Always There Event. This is an exciting time to lead the Drama team. We provide a positive and optimistic working environment focused on student progress.

## **Job Summary**

You will be leading the Drama department to deliver excellent lessons that are engaging and challenging for students. You will be required to raise students' attainment, support students who are underachieving and offer a range of extracurricular opportunities within Drama and beyond.

## **Main Duties & Responsibilities:**

- Model, in everything you do, the Academy's values of courtesy, hard work, resilience, integrity and excellence
- Promote and be committed to the Academy's aims and objectives and implement Academy policies
- Work with the Head of Learning Area, and other staff members to ensure the effective provision of teaching and learning in Drama
- Plan and deliver high-quality lessons on a day-to-day basis
- Set homework in accordance with Learning Area policy and mark work regularly to aid progression, keep clear records of attainment and follow up on non-submission
- Keep abreast of developments in Drama Education and ensure that these changes are implemented in lesson delivery and schemes of work
- Develop a climate for learning and classroom ethos that supports a pedagogy of providing challenge in teaching settings as a basis for improving mainstream practice
- Organise and run enrichment and extracurricular opportunities and support interventions for students within Drama, including trips, workshops, productions and targeted intervention
- Line-manage the teachers and support staff within Drama.
- Lead on consistent and accurate assessment in Drama from years 7-11.
- Analyse performance data and report trends in attainment and progress to the HOLA.
- Supporting staff in ensuring excellent student behaviour in Drama lessons, including joining parental meetings when appropriate.

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- Lead the development of schemes of learning and quality assure across the department across all year groups and courses
- Undertake duties as directed and in accordance with Academy expectations
- If required, be a form tutor, carrying out the associated responsibilities
- Supervise Prep and the Bourne Scholar programme when requested
- Attend and support all Academy events, including parents' evenings
- Follow all federation policies and procedures, particularly those related to health and safety, child protection, behaviour management, inclusion, equality, and data protection. Ensuring the health and safety of all pupils in the classroom and throughout the academy in accordance with the academy's policy
- Participate as required in the Federation's performance management process and take part in appropriate training and development activities.
- Have a flexible and proactive approach to ensuring the needs of the children are being met, with the support of the team
- Any other duties commensurate to the level of the post

***Mossbourne Federation reserves the right to modify this job description to ensure the needs of the Federation & students are met. Mossbourne Federation provides equal employment opportunities to all employment applicants and employees without regard to race, colour, religion, gender, sexual orientation, national origin, age, disability, or status. The document is not a comprehensive list; it simply outlines expectations of this role. This post is subject to an enhanced DBS disclosure. The post holder must be committed to safeguarding the welfare of children.***

## JOB DESCRIPTION

| Person Specification                   |   |                     |                     |      |
|--|---|---------------------|---------------------|------|
| Essential<br>or<br>Desirable<br>E or D | Requirements  | Assessment Criteria |                     |      |
|  |   | Interview           | Application<br>Form | Task |
| Experience                             |   |                     |                     |      |
| E                                      | Ability to teach at teach Drama to GCSE   | X                   | X                   | X    |
| E                                      | Knowledge of strategies to support the learning of children in Drama  | X                   | X                   | X    |
| E                                      | Ability to reflect on your own & student performance in lessons & adapt practice  | X                   |                     | X    |
| E                                      | Ability to select and devise appropriate teaching methods and resources to meet the differing needs of students in the class                                      | X                   |                     | X    |
| D                                      | Experience of working with children within an inner-city multicultural academy  | X                   | X                   |      |
| E                                      | Develop & maintain positive relationships with all stakeholders, communicating key information in a timely way  | X                   | X                   |      |
| E                                      | Knowledge, understanding & commitment to equal opportunities  | X                   | X                   |      |
| E                                      | Experience of working independently & within teams, contributing to Drama & whole staff training  |                     | X                   |      |
| E                                      | Effective classroom management and efficient organisation of resources  | X                   | X                   | X    |
| E                                      | Knowledge of issues related to underachievement of children and strategies to engage reluctant or underachieving learners   | X                   | X                   | X    |
| E                                      | A clear vision of how to expand and develop a Drama department  | X                   | X                   | X    |
| E                                      | Experience of manging 2 or more members of staff.   | X                   | X                   | X    |
| Qualifications                         |   |                     |                     |      |
| E                                      | A good degree in a relevant subject   |                     | X                   |      |
| E                                      | Qualified Teacher Status (QTS)  |                     | X                   |      |
| IT knowledge                           |   |                     |                     |      |
| D                                      | Strong working knowledge of the MS Office Applications  |                     | X                   |      |
| D                                      | Ability to swiftly adapt to and utilise new/various systems/software  |                     | X                   |      |
| D                                      | Capable of making effective and appropriate use of ICT in lesson delivery and within the learning area  |                     | X                   | X    |
| Behavioural Competencies               |   |                     |                     |      |
| E                                      | Excellent communication, record keeping, literacy and numeracy skills   | X                   | X                   | X    |
| E                                      | Commitment to meeting deadlines internally and externally ensuring output consistently is of an exemplary standard  | X                   |                     |      |
| D                                      | Strategic approach, ability to see the ‘big picture’ and think ‘outside of the box’   | X                   |                     |      |
| E                                      | Upmost integrity and high levels of motivation & commitment   | X                   |                     |      |
| E                                      | Proactive approach to dealing with problems as they arise   | X                   |                     |      |
| E                                      | Efficient time management & prioritisation skills   |                     |                     |      |
| E                                      | Genuine interest & passion for the education of young people & the will to contribute to the wider life & community of the Federation                             | X                   | X                   | X    |
| E                                      | Ability to use initiative with minimal supervision  | X                   |                     |      |
| E                                      | Good interpersonal skills   | X                   | X                   | X    |
| E                                      | Understanding of the need for confidentiality   | X                   | X                   |      |
| Applicable to all staff                |   |                     |                     |      |
| E                                      | Undertake training as required to fulfil the requirements of the role   | X                   | X                   | X    |
| E                                      | Support the Federation ethos & objectives both verbally & via actions & attitude, including adjusting performance & practice in line with Mossbourne initiatives. | X                   | X                   | X    |
| E                                      | Recognise your role as part of the success of Mossbourne  | X                   | X                   | X    |
| E                                      | Play an active role in terms of Safeguarding all students and adults  | X                   | X                   | X    |