**HEAD OF HISTORY AND POLITICS**

**Main and Upper Pay Range +**

**TLR 2B - £4,784**

**METHOD OF APPLICATION**

* Complete Teaching Application Form
* Letter of application (sent to Sally Wicken, Associate Principal).
* Max 2 sides of A4 (font size no smaller than 11).
* Outline

(a) Your experience which will help in successfully undertaking the role;

(b) A description of your approach to the teaching of History and Politics;

**Closing date: Monday 12th April 2021 at 8.00am**

**Interview date: TBC**

***A passion for learning***

**LEADERSHIP OPPORTUNITY**

**HEAD OF HISTORY AND POLITICS**

*Head of History and Politics. We are seeking to appoint a well-qualified and inspirational teacher to lead our History and Politics Faculty. This is an excellent opportunity for a motivated and effective practitioner to join our outstanding College.*

* Salary MPS/UPS + TLR 2B (£4,784)

**Essential Requirements:**

* Qualified Teacher
* Outstanding classroom practitioner who puts learning at the centre of their work
* Excellent organisational skills and knowledge to inspire colleagues and add value to the learning experience of our students
* A willingness to be involved with extra-curricular programmes in order to promote enterprise to students throughout.

# Role summary:

* To be accountable for all aspects of the delivery of the subject and ensure that all arrangements are managed effectively.
* Formulate Schemes of Work and other teaching materials to ensure effective use of resources.
* Provide guidance and lead other teachers in the delivery of History.
* Effectively market and promote the subject to prospective students.
* Quality assure teaching and learning in the Faculty.
* Stay abreast of curriculum developments and assessment opportunities related to this area and advise on future initiatives.
* Line- manage assigned staff as appropriate.
* Monitor the progress of cohorts and employ effective intervention strategies where appropriate and required.
* Communicate effectively with students, parents and carers.

# PERSON SPECIFICATION

# Education

|  |  |
| --- | --- |
| Essential | Desirable |
| * Qualified teacher status
* Relevant degree
* Evidence of continuing professional development
* Sound subject knowledge
 | * Post graduate qualification
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### Experience

|  |  |
| --- | --- |
| Essential | Desirable |
| * An outstanding classroom practitioner (experience at KS3, KS4)
* Experience of implementing systems and processes to aid learning, teaching and student development
* Management and experience of curriculum innovation
* Active involvement in the promotion of equal opportunities
* Experience and confidence in working with and engaging with parents and partner high schools
* Experience of policy review, development and implementation
* Ability to teach History
* Working knowledge of Ofsted framework and protocol
 | * Key Stage 5 experience
* Experience and understanding of lifelong learning principles and community engagement
* Awareness and or involvement with ITT/appropriate CPD
* Ability to teach A Level Politics
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### Knowledge and skills

|  |  |
| --- | --- |
| Essential | Desirable |
| * Excellent interpersonal and teamwork skills
* Excellent communicator – sensitive and effective
* An ability to establish good working relationships with a wide range of people including students, parents, governors and colleagues
* Knowledge, skill and intelligent use of strategies to inspire and improve outcomes for students
* The knowledge and vision to put strategies into practice to meet current and future challenges
* Outstanding organisational skills to ensure efficient and effective operation
* Confidence and experience in the use of ICT for learning, teaching and admin
 | * Links to/with the wider community and world of work/History/Politics
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| Essential | Desirable |
| * Ambition and vision
* A commitment to sustaining and raising achievement, attainment and aspirations of all students
* Co-operative, corporate style of working
* A sense of humour and perspective
* Ability to work under pressure and remain positive, enthusiastic and resilient
* Reflective and analytical
* Unbridled optimism
* The ability to work independently, willingness to take tough decisions and face the challenges of managing change
* Energy, imagination and personal commitment
* Personal and professional commitment to the philosophies of college improvement and college effectiveness
* Potential and capacity to grow professionally and aspire further to senior leadership
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***A passion for learning***

**Job Description**

**Title/Post:** Head of History and Politics

**Scale/Grade:** MPS/UPS + TLR 2B (£4,784)

**(Remuneration)**

**Accountable to:** Head of College

**Job Purpose:**

* To undertake the role of Head of History and Politics and Teacher of History.
* To contribute to an appropriate environment for student learning by providing the strategic leadership and management of History and Politics
* To secure high levels of engagement with staff, students, parents and the wider learning communities.

**Main duties and responsibilities:**

* **The duties outlined in this job description are in addition to those covered by the latest School Teachers’ Pay and Conditions Document.**
* **Teaching and learning - *The provision of high quality teaching and learning across a range of programmes and the delivery of associated assessment, administration and support for learning.*** *Teaching contact time to be confirmed.*
* Manage day-to-day teaching arrangements in History and Politics including planning effective schemes of work and supporting others in their implementation and developing innovative teaching resources
* Carry out regular assessment and utilise systems to track student progress and raise achievement
* Analyse exam data and identify targets for further development
* Monitoring SEN, EAL and LAC participation in events and ensure the best possible provision in classroom teaching
* Manage issues of effective use of space and timetabling groups and staff appropriately
* Monitor the quality of teaching and learning in the department and design opportunities for staff development
* Promote and develop the take-up of the subject, developing fresh initiatives and working closely with feeder high schools and other partners
* Contribute to CPD within the department and act as a first point of contact for staff, whilst maintaining a current understanding of developments in History pedagogy
* Ensure effective use of resources and develop these to reflect a 21st century History and Politics department
* Demonstrate a commitment to further developing an inclusive extra-curricular programme in a variety of settings and contexts
* Work closely with colleagues from other departments in order to develop the profile of the department at Beauchamp
* To attend subject leaders and meetings and implement cross-college initiatives

**Tutor:**

* To assist the Year Co-coordinators in monitoring and developing the personal and social development of all students in a given tutor group.
* Monitor and develop the personal and social development of all students in a given tutor group.

**Meetings:**

* To attend, lead and contribute to team meetings as appropriate.
* To attend external meetings as appropriate.

**Other:**

* To play a full part in the life of the college community, to support its distinctive mission and ethos and to encourage staff and students to follow this example.
* To continue with one’s own personal and professional learning in relevant areas and in education relating to the efficient and effective execution of responsibilities.
* To engage actively in the Performance Review and Management process and the Performance Management of nominated staff.
* Staff are expected to be courteous to students, colleagues and provide a welcoming environment to visitors and telephone callers.
* To undertake any reasonable task at the request of the Principal.

The college will endeavour to make any necessary reasonable adjustments to the job and the working environment to enable access to employment opportunities for disabled job applicants or continued employment for anyone who develops a disabling condition.

This college is committed to safeguarding and protecting the welfare of children and young people and expects all staff and volunteers to share this commitment and to ensure that every child really matters.

Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified.