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**SAPIENTIA EDUCATION TRUST**

**STRADBROKE HIGH SCHOOL JOB DESCRIPTION**

**HEAD OF RE/PSHE**

**Full-Time**

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| **Line Manager:** | Senior Leadership Team designated line lead |
| **Salary:** | MPR minimum to UPR maximum |
| **Additional Allowances** | TLR 2.1 £2,873 pa |

**THE POST**

Stradbroke is an excellent community school with a real family feel. As one of the highest performing schools in the region, Stradbroke combines high standards with high levels of care. We provide a wide-ranging enrichment programme and proudly fulfils SET’s vision of providing a world class education locally. We aim to be a centre of excellence for learning and teaching, where all students achieve the highest standards in their education, their personal development, their behaviour, and conduct. Our latest Ofsted inspection (Good, 2013 & 2018) recognised:

* the strong levels of continuous leadership,
* very good behaviour and attendance reflecting the school is a happy place,
* that students make good progress in lessons because teachers are knowledgeable and confident, and lessons proceed at a brisk pace.

Stradbroke High School is a member of the Sapientia Education Trust (SET).

in Norfolk.

Stradbroke High School seeks to appoint a well-qualified and enthusiastic colleague to lead our flourishing RE/PSHE Department to teach up to KS4, from September 2021. It is a very popular GCSE subject. RE is one of the highest performing subjects in the school in terms of Progress 8 and for the number for students achieving 8/9’s at GCSE. The current post holder is leaving to relocate, and the successful candidate will be the sole teacher of RE, will also teach some PSHE, and will lead a small team of non-specialists for PSHE.

**PERSON SPECIFICATION**

**Personal Qualities**. Stradbroke High School expects its teachers to have the following personal qualities:

* Be an innovative, independent thinker with the capacity for strategic thinking;
* Be creative and proactive in finding solutions;
* Be flexible and adaptive to changing needs and priorities;
* Be resilient, calm and tenacious under pressure;
* Be insightful and analytical with good problem-solving skills;
* Have excellent communication skills and evidence of being able to build and sustain effective working relationships with staff, students, parents and the wider community;
* Be a self-reflective practitioner who always seeks to improve;
* See the ‘big picture’ in relation to whole school priorities & improvement;
* Able to reason their educational philosophy, in tune with the school ethos;
* Be willing to contribute to the extra-curricular life of the school;
* Possess a sense of humour;
* Have the ability to inspire and enthuse staff and students about their subject;
* Be highly self-motivated, able to energise and motivate others;
* Be insightful and understanding of national, international and research developments relevant to teaching and learning in their subject.

**Professional Competence**.Stradbroke High School expects its teachers to have the following professional competences, or in the case of newly qualified teachers, the School would expect them to develop the following competences:

* Be an Outstanding Teacher (or have the potential to be) with evidence of impact on student outcomes with a proven track record of total commitment to helping every student achieve their very best and make progress;
* Have excellent understanding of what constitutes excellence in teaching and learning;
* Have a keen understanding of data and be able to analyse patterns in performance over time;
* Be a positive role model for students and staff on a day-to-day basis;
* Collaborate effectively with staff, parents/carers and students;
* Liaise and work with partner schools, HEIs, Examination Boards and other relevant external agencies in the pursuit of continued improvement;
* Excite and engage visitors about the School at Open Evenings and all other events;
* Have very high expectations of the learning of all students at all times;
* Work with colleagues across all key stages to ensure embedded transition from Key Stage 1 to 5.

**JOB SPECIFICATION**

**General Responsibilities**

The successful candidate will be employed as a teacher under the standard conditions of service for teachers at Stradbroke High School. The annual requirement for directed time is 1265 hours in line with the STPCD.

The teacher will be responsible to the Headteacher, through the Senior Leadership Team designated line lead, for teaching classes in the School using his/her skill, experience and best endeavours and in accordance with Teachers’ Standards. He/she will abide by the Code of Conduct for Staff and Volunteers at Stradbroke High School. A contribution to the wider life of the School is an expectation of all staff, for example by supporting the extra-curricular activities within the RE/PSHE Department.

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

A non-exhaustive list of specific responsibilities for the role is below and you will be required to undertake other duties and responsibilities as may reasonably be required.

**Specific Responsibilities**

* Plan and deliver good/outstanding lessons for all abilities;
* Monitor progress of the students in your classes and be prepared to provide evidence of both impact and progress;
* Liaise with the SEN department to ensure appropriate support is given to all students;
* Be willing to share teaching strategies and resources and deliver CPD within the department/School;
* Contribute towards the wider School community;
* Be a Tutor and play an active role in House-based tutor activities;
* Participate in the staff performance management and appraisal process;
* Participate in, and where appropriate, contribute to the School programme of Continuing Professional Development.

**Additional Responsibilities**

* Lead colleagues effectively and hold staff to account
* Work strategically and operationally to tight deadlines
* Help to build and sustain a cohesive department that achieves at the highest level on every measure and to hold teachers, and all staff, tightly to account for all aspects of their professional responsibilities and outcomes.
* Secure continuous improvement and development in every area of RE/PSHE raising standards and producing the highest levels of student achievement to ensure student targets are met or exceeded
* Effectively help to lead, manage and deploy teaching and support staff within RE/PSHE to ensure the highest student outcomes
* Contribute to, and drive forward, the school’s vision, values, aims and policies as a Middle Leader and ensure that they are translated into action across the department and the school
* Ensure RE/PSHE has a demonstrable impact in terms of attainment, participation, enrichment and whole-school ethos.
* Liaising with and support all other RE/PSHE departments in the MAT, Teaching and Learning SLT, other Curriculum Leaders, Learning Support, Parents/Carers and external agencies.
* Lead the preparation for and implementation of actions from the Department Review Process, Department Development plan and other School Self Evaluation processes, ensuring that they result in demonstrable improvements in the outcomes of all students and groups of students in RE/PSHE
* Develop and deliver a programme of extra-curricular activities within the Department

**REMUNERATION**

Salary Details:

* MPR minimum to UPR maximum
* FTE Salary: £25,714 - £41,604 per annum, dependent on skills and experience

The post attracts the following additional allowances:

* TLR 2.1: £2,873 per annum

All payments are pensionable under the Teachers’ Pension Scheme.

**DRESS CODE**

The post-holder will be expected to wear appropriate business attire and will be supplied with appropriate Staff ID. This must be worn at all times to ensure that students, staff and visitors are able to identify Stradbroke High School employees.

**PRE-EMPLOYMENT CHECKS**

All staff must be prepared to undergo a number of checks to confirm their suitability to work with children and young people. The Trust reserves the right to withdraw offers of employment where checks or references are deemed to be unsatisfactory.

**REVIEW**

The Job Description will be reviewed annually as part of Stradbroke High School Performance Management programme.