

Job Description: Head of Science

Reports to:	Vice Principal
Start date:	01 September 2026
Location:	Ark Evelyn Grace Academy, Shakespeare Road, SE24 0QN
Contract:	Full Time, Fixed Term Contract
Salary:	Ark Upper PayScale (£59941 - £65000) + TLR

The Role

The Head of Science will provide strategic and operational leadership of the Science department at Ark Evelyn Grace Academy. The post holder will be accountable for student outcomes, quality of teaching and learning, curriculum design, and the professional development of staff within the department.

Working closely with the Vice Principal and contributing to whole-academy priorities, the Head of Science will ensure excellent provision across KS3 and KS4 (and KS5 where applicable), empowering all students to achieve strong outcomes and develop a lifelong engagement with science.

The role is suited to an experienced and ambitious middle leader who combines outstanding classroom practice with the ability to lead, inspire and hold others to account.

Key Responsibilities

Leadership and Management of the Science Department

- Provide clear, values-driven leadership for the Science department, aligning departmental practice with the Academy's vision and priorities
- Lead on standards, achievement and progress for all students studying Science
- Line manage Science teaching staff, including carrying out appraisal, professional development planning and performance management
- Hold staff to account for the progress, attainment and behaviour of students within the department
- Ensure robust departmental self-evaluation and contribute effectively to Academy Improvement Planning
- Lead and minute regular departmental and line management meetings

Teaching and Learning

- Be an outstanding classroom practitioner, modelling consistently strong teaching and behaviour management



- Monitor and evaluate the quality of teaching and learning across the department through lesson observations, work scrutiny, learning walks and student voice
- Provide high-quality coaching, mentoring and feedback to support staff development, including ECTs and trainee teachers
- Support colleagues to embed research-informed teaching strategies and effective behaviour management
- Ensure effective preparation of students for external examinations

Curriculum, Assessment and Data

- Lead the development and implementation of a high-quality, coherent Science curriculum that is ambitious, inclusive and aligned to statutory requirements
- Oversee the design and consistent delivery of schemes of learning across all key stages
- Ensure the regular setting of meaningful assessments and high-quality homework
- Maintain accurate and up-to-date departmental data
- Analyse attainment and progress data to identify strengths, address underperformance and implement appropriate interventions
- Monitor the impact of curriculum and assessment decisions on student outcomes

Professional Development and Staff Support

- Lead departmental CPD, including INSET contributions and ongoing subject-specific training
- Work closely with Lead Practitioners and senior leaders to support teacher development and improve classroom practice
- Support the induction and development of new staff within the department
- Encourage reflective practice and continuous professional learning

Behaviour, Culture and Ethos

- Ensure high standards of behaviour within Science lessons, in line with the Academy's behaviour policy
- Promote a calm, purposeful and inclusive learning environment
- Support the Academy's values and ethos, contributing positively to its culture and community
- Develop strong relationships with parents and carers through effective communication



Resources and Organisation

- Manage the Science departmental budget effectively and efficiently
- Ensure safe, effective and appropriate use of resources, including compliance with health and safety requirements
- Plan staffing, rooming and resources to support effective curriculum delivery

Wider Academy Contribution

- Support whole-school initiatives and priorities as directed by the Vice Principal or Principal
- Contribute to academy duties, including supervision during key parts of the school day as required
- Work collaboratively with colleagues across the Academy and Ark network
- Undertake any other reasonable duties as directed by the Principal or Vice Principal

Safeguarding

- Uphold Ark's commitment to safeguarding and promoting the welfare of children and young people
- Ensure safeguarding responsibilities are effectively implemented within the department

Role Review

This job description reflects the main responsibilities of the role at the time of writing. It is not exhaustive and may be amended following consultation with the post holder and the Principal to meet the needs of the Academy.



Person Specification: Head of Science

Qualifications

- Qualified to degree level or above
- Qualified to teach and work in the UK

Experience

- Proven track record as an outstanding teacher of Science
- Experience of leadership or significant responsibility within a Science department
- Experience of raising attainment and outcomes in a secondary school setting
- Experience of line managing and developing staff, including ECTs or trainee teachers
- Experience of implementing consistent behaviour management strategies effectively
- Experience of contributing to enrichment or extracurricular science activities

Knowledge and Skills

- Strong subject knowledge across KS3 and KS4 (KS5 desirable)
- Secure understanding of effective curriculum design, assessment and data analysis
- Knowledge of strategies required to establish consistently high expectations for behaviour and achievement
- Ability to use assessment and data to drive improvement and target intervention
- Awareness of current educational research and best practice in teaching and learning

Leadership and Personal Qualities

- Clear commitment to Ark's values and belief in the potential of every student
- Ability to motivate, inspire and hold others to account
- Professional, resilient and reflective, with high personal standards
- Strong communication, organisation and interpersonal skills
- Willingness to continually improve and develop as a leader
- Commitment to equality of opportunity and inclusion

Safeguarding

- Commitment to safeguarding and promoting the welfare of children and young people
- Willingness to undertake an enhanced Disclosure and Barring Service (DBS) check