

# INVICTUS

Education Trust

## JOB DESCRIPTION

**JOB TITLE:** Lead Practitioner

**SPECIALISM:** Science

**DEPARTMENT:** Leasowes High School

**REPORTING TO:** Headteacher

**RESPONSIBLE FOR:** To support the Head of Science in raising standards of teaching and learning in Science to ensure positive outcomes and progress.

**LIAISING WITH:** Headteacher, Senior Leadership Team, Governors, Head of Department, teaching and support staff, outside agencies, parents/carers and the Trust's central team

**Main purpose:**

The Lead Practitioner of Science is part of a team of professionals that take responsibility for the quality of individual subject provision, curriculum, teaching and assessment. The Lead Practitioner is also accountable for ensuring students have opportunities for and experiences of extra-curricular Science activities in addition to the responsibility for students' performance, improvement, attainment and progress in their subject area.

The Lead Practitioner works very closely with the Head of Department, Senior members of staff and members of the central team. Lead Practitioners accelerate improvement and raise standards in their subject area.

Lead Practitioners will support in planning and teaching high quality lessons, improving outcomes, whilst ensuring students engage in extra-curricular activities. Lead Practitioners will analyse performance data to ensure that students are appropriately supported to achieve their best possible outcomes.

As a Lead Practitioner your primary purpose will be to model the highest level of teaching and learning in your own classroom and then to support and lead the improvement of others.

	As a Lead Practitioner you will provide focussed direction to effectively achieve the strategic aims and objectives set by the school and the Trust, in a way that embeds the school and Invictus culture.
<b>MAIN DUTIES:</b>	
Strategic	<ul style="list-style-type: none"> <li>To facilitate systematic reviews of subject provision</li> <li>To participate in subject reviews and development days, as appropriate</li> <li>To support the Head of Department to improve the quality, equity and effectiveness of schemes of work, improvement and intervention strategies, policies and procedures</li> <li>To work closely with the Head of Department to ensure students' involvement in extra-curricular activities and wider opportunities</li> <li>To work with the Head of Department to carry out audits of quality, developing actions plans to improve teaching and learning outcomes</li> <li>Act as a critical friend and thought partner to colleagues in the design and delivery of the curriculum</li> <li>To facilitate CPD within area of expertise, as requested</li> <li>To liaise and work collaboratively with colleagues across the Trust to deliver strategic priorities</li> <li>To liaise and work collaboratively with local feeder primary schools to deliver strategic priorities</li> </ul>
Operational	<p>To assist with the effective operation of subject teams individually and with others to:</p> <ul style="list-style-type: none"> <li>Deliver highly effective teaching and lead high impact intervention strategies</li> <li>To deliver outstanding, high impact lessons that raise pupil progress.</li> <li>Ensure a full extra-curricular programme exists for all students</li> <li>Actively engage participation in extra-curricular activities from all groups of students</li> <li>Design curriculum plans appropriate to the national curriculum, exam board requirements and in line with the School's and Trust's Strategic Plan</li> <li>Develop schemes of learning, resources, teaching and learning strategies</li> <li>Mark work, assess, record and report student progress</li> <li>Provide a stimulating learning environment</li> <li>Have due regard for maintaining health and safety and security in school</li> <li>Contribute to department and school enrichment programmes</li> <li>Contribute to reviewing, monitoring and evaluation and the development of working practices</li> <li>Lead and participate in working groups and projects</li> <li>Take part in other professional development activities</li> <li>Work with the subject department to improve attainment, classroom practice, and professional development</li> <li>Model outstanding teaching</li> <li>Raise student and staff aspirations at all levels</li> <li>Raise student attainment by leading improvements in teaching and learning</li> <li>Work with other staff on classroom organisation and teaching methods</li> <li>Lead continuing professional development activities</li> <li>Share and develop best practice</li> <li>Keep up to date with new teaching and learning strategies</li> <li>Identify educational research to enhance existing practice</li> <li>Develop action planning based on the needs of the school/department</li> <li>Producing high quality teaching materials</li> <li>Update existing and create new schemes of learning</li> <li>Lead the introduction of new technologies as relevant to any given setting</li> <li>Advise staff on continuous professional development</li> <li>Design and deliver professional development activities</li> <li>Participate in the planning and delivery of focused in-service training days</li> <li>Support teachers experiencing difficulties</li> <li>Observe and feedback on the teaching of colleagues experiencing difficulties</li> <li>Contribute and/or develop a structured programme of advice and guidance within schools</li> </ul>

	<ul style="list-style-type: none"> <li>• Be a critical friend to the Head of Department and other Leaders</li> <li>• Work with the Head of Department to provide appropriate intervention for students</li> <li>• To comply with any reasonable request from a manager to undertake work of a similar level that is not specified in the job description</li> <li>• Follow all school and Trust policies and procedures at all times</li> </ul>
Staffing and Resources	<ul style="list-style-type: none"> <li>• Undertake appraisal reviews as required</li> <li>• Line-manage staff as required</li> <li>• Actively monitor and respond to developments and initiatives at national, regional and local levels</li> <li>• Contribute to the recruitment and induction of new staff as required</li> <li>• Promote teamwork and effective working practices</li> </ul>
Teaching and Learning/CPD	<ul style="list-style-type: none"> <li>• Report to the Head of Department and Headteacher on all aspects of responsibilities as required</li> <li>• Identify appropriate development needs and monitor progress against actions taken</li> <li>• Provide relevant information relating to student and staff performance</li> <li>• Evaluate the impact of all improvement activities and report on the outcomes</li> </ul>
Other professional requirements:	<ul style="list-style-type: none"> <li>• Establish and maintain regular communication</li> <li>• Communicate with parents/carers and outside agencies where appropriate</li> <li>• Attend professional meetings as required</li> <li>• Be responsible for personal professional development and to keep up to date with educational initiatives specifically in relation to Teaching and Learning</li> <li>• Attend Governance meetings as and when required</li> <li>• Actively engage in the Trust's appraisal process</li> <li>• Take part in the Trust's staff development programme</li> <li>• Attend and contribute to meetings</li> <li>• Work as a part of a team and positively contribute to effective working relationships</li> <li>• Take part in School and Trust events as directed</li> <li>• Undertake the professional duties of a teacher and leader as set out in the school teachers pay and conditions document</li> <li>• Be a role model of the Teachers' Standards</li> </ul>
Other Specific Duties	
<ul style="list-style-type: none"> <li>• Play a full part in the life of the Trust community, to support its vision, mission and values</li> <li>• Be an ambassador of the Invictus ethos and to encourage and ensure staff and students follow this example</li> <li>• Be courteous to colleagues and be welcoming to visitors</li> <li>• Comply with the school's Health and Safety Policy and undertake risk assessments as appropriate</li> </ul> <p>Whilst every effort has been made to outline the main duties and responsibilities of the post, each individual task may not be identified. Employees will be expected to carry out any reasonable request to undertake work of a similar level that is not specified in this job description. This job description is current at the date shown but following consultation may be changed to reflect or anticipate changes in the job which are commensurate with the job title and salary.</p>	
Support for the Trust	
<ul style="list-style-type: none"> <li>• To take a full part in promoting the good name of the school and the Trust and contributing positively to the overall ethos/work/aims</li> <li>• Be aware of and comply with policies and procedures relating to child protection, health and safety, security confidentiality and data protection</li> <li>• Comply with the school and Trust's dress code</li> <li>• Attend and participate in meetings as required</li> <li>• Participate in training, other learning activities and appraisal as required</li> <li>• Recognise own strengths and areas of expertise and use those to advise and support others</li> <li>• It is the responsibility of all adults employed by Invictus Education Trust to safeguard and promote the welfare of children and young people. This responsibility extends to a duty of care for those adults employed, commissioned or contracted to work with children or young people.</li> </ul>	



## Person Specification

Criteria	Essential	Desirable
Qualifications	Qualified teacher status Honours Degree in relevant subject Professional development in preparation for a leadership role Evidence of relevant CPD Full driving license	Evidence of further study
Experience	Successful track record of leading teaching and learning Successful track record of leading and evaluating whole school initiatives in the subject specialism Involvement in school self-evaluation and development planning Experience of leading on staff development and staff wellbeing	Middle / Senior leadership and management experience in a range of educational settings Successful track record of leading and evaluating school initiatives
Skills and knowledge	To have the confidence, the knowledge and the expertise to lead in your own subject area Ability to work effectively in a high performing team Understanding of high-quality teaching, and the ability to model this for others and support others to improve Effective communication and interpersonal skills Ability to communicate a vision and inspire others Ability to build effective working relationships Self-motivated and self-confident Ability to demonstrate reliability, integrity, resilience and tenacity	Knowledge of latest Ofsted requirements relating to quality of education and leadership and management
Personal qualities	A commitment to getting the best outcomes for all pupils A commitment to promoting the vision, mission and values of the school and the Trust Ability to work under pressure and prioritise effectively Commitment to maintaining confidentiality at all times Commitment to safeguarding and equality Excellent interpersonal and communication skills Positive and flexible approach to opportunities and challenges Ability to self-evaluate and respond positively to constructive criticism Ability to inspire, challenge and motivate others	
Flexibility	To work flexibly to meet the needs of the Trust and its educational establishments. Can be required to work in any location within the Trust	

This job description/person specification may be amended at any time in consultation with the postholder.

Job Title:	Lead Practitioner: Science		
Chief Executive Officer's signature:		Date:	
Postholder's signature:		Date:	