

FULBOURN PRIMARY SCHOOL

READING AMBASSADOR – Job description and Person Specification



This school is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment

JOB DESCRIPTION

Job Title:	Reading Ambassador
Reports to:	Assistant Headteacher - Curriculum
Grade:	Main Scale
Location:	Fulbourn Primary School
Hours:	60%

Job Purpose:

The Reading Ambassador will champion the school's core aim: to ensure that every pupil can read fluently, confidently, and with understanding for both purpose and pleasure. Through strategic leadership, expert teaching, and a relentless focus on equity and excellence, the Reading Ambassador will drive high standards in reading attainment and cultivate a rich, school-wide culture that celebrates reading as the foundation of learning and life.

The postholder will provide clear vision and direction for the teaching of early reading, phonics, fluency, comprehension, and reading for enjoyment across the school. They will design, implement, and monitor a coherent reading curriculum that ensures progression, inclusion, and high-quality practice in every classroom.

A key aspect of the role is staff development and professional learning. The Reading Ambassador will deliver high-quality training, coaching, and modelling to teachers and support staff, ensuring consistent, evidence-informed practice in reading instruction. They will monitor teaching and outcomes, provide constructive feedback, and support colleagues to refine pedagogy so that all pupils, including the most vulnerable, make strong progress.

The Reading Ambassador will play a central role in building a positive reading culture across the school community. This includes promoting reading for pleasure through events, high-quality texts, engaging reading environments, partnerships with families, and pupil voice initiatives. They will ensure that books and reading opportunities reflect diversity, inspire curiosity, and foster a lifelong love of literature.

Central to the role is supporting pupils to develop authentic reading identities, seeing themselves as readers with agency, preferences, and purpose. The Reading Ambassador will ensure children encounter texts that reflect their backgrounds, experiences, and interests, while also broadening their horizons. They will promote choice, discussion, and meaningful engagement with texts so that pupils not only learn to read, but come to understand themselves as capable, motivated, and lifelong readers.

In addition to strategic leadership, the Reading Ambassador will undertake direct work with pupils, including modelling exemplary teaching, leading targeted interventions, supporting early readers, and working closely with children who require additional support to become confident, independent readers.

Through rigorous monitoring, thoughtful leadership, and a passion for literacy, the Reading Ambassador will ensure that every child leaves our school as a capable, enthusiastic reader, equipped to access the full curriculum and to enjoy the transformative power of reading throughout their lives.

Main Responsibilities:

Strategic Leadership and Vision

- Champion the school's core aim that every pupil reads fluently and confidently for both purpose and pleasure.
- Develop, implement and regularly review a clear, evidence-informed reading strategy across the school.
- Ensure a coherent and progressive reading curriculum from Early Years to Year 6.
- Analyse reading data and use it to inform priorities, interventions and whole-school improvement planning.
- Report on reading standards and developments to senior leaders and governors.

Quality of Teaching and Learning

- Lead the development of high-quality teaching in phonics, early reading, fluency, vocabulary and comprehension.
- Monitor planning, teaching and assessment in reading to ensure consistency and high expectations.
- Model exemplary practice in classrooms and provide constructive feedback to colleagues.
- Ensure effective assessment systems are in place to identify pupils at risk of falling behind.

Staff Development and Training

- Design and deliver high-quality professional development for teachers and support staff.
- Provide coaching, mentoring and instructional support to improve classroom practice.
- Keep staff informed of current research and best practice in reading education.
- Support new staff to understand and implement the school's reading approach.

Intervention and Inclusion

- Oversee targeted reading interventions to ensure timely and effective support.
- Work directly with individuals and small groups of pupils, particularly early readers and disadvantaged learners.
- Ensure pupils with SEND and those from vulnerable groups receive appropriate, evidence-based support.
- Monitor the impact of interventions and adapt provision accordingly.

Reading Culture and Community Engagement

- Lead the development of a vibrant reading culture that promotes reading for pleasure.
- Curate and develop high-quality, diverse reading materials that reflect pupils' backgrounds and broaden their experiences.
- Organise reading events, author visits, book promotions and family engagement initiatives.
- Promote pupil voice in shaping reading provision and book choices.

Developing Authentic Reading Identities

- Ensure pupils see themselves as readers with agency, preferences and purpose.
- Promote meaningful discussion about texts to deepen engagement and personal response.
- Encourage choice, independence and sustained reading habits across the school.
- Foster inclusive reading environments where every child feels represented, valued and capable.

Resources and Environment

- Oversee the development and organisation of reading resources, including library and classroom book areas.
- Ensure high-quality texts are accessible, well-matched and appealing to all learners.
- Identify and apply for external grants and funding opportunities to enhance and diversify the school's book stock.
- Manage allocated budgets effectively to maximise impact on reading provision.

This is not an exhaustive list of duties and responsibilities, and the post holder may be required to undertake other duties which fall within the grade of the job, in discussion with their line manager. This job description will be reviewed regularly in the light of changing requirements and any such changes will be discussed with the post holder.

<ul style="list-style-type: none">• Commitment to safeguarding and equality• Builds excellent rapport with all• Prepared to be involved in the whole life of the school.• Is adaptable to changing circumstances and new ideas.	✓ ✓ ✓ ✓	
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