



Location: The Oakwood Academy

Salary: Redhill Academy Trust Teachers Pay Scale R1 – R9 with TLR2B

Hours of work: Full time, permanent

Responsible to: Faculty Leader of English

JOB PURPOSE:

To support the Head of English in providing leadership for the English faculty. All leaders in the Academy share in devising strategies for raising achievement and ensuring high standards of behaviour.

RESPONSIBILITIES:

- To assist the Head of English in leading, managing and developing the curriculum provision.
- To develop the quality of teaching and learning.
- To support the Head of English in monitoring and supporting academic progress, achievement, and behaviour of student in the department.
- To deputise for the Head of English in their absence.
- To actively support the vision, ethos and policies of the Academy.
- To promote and safeguard the welfare of children you teach or come into contact with.

OUTCOMES:

1. Achievement and Standards

- Support the Head of English in ensuring a consistent and continuous focus on student achievement using data to track and monitor the progress in every student's learning.
- Evaluate student progress across a specified area within the department through the use of appropriate assessments and records and regular analysis of the data.
- Ensure that appropriate procedures are in place within your area of responsibility for the moderation of teacher assessments to ensure reliability.

- Identify students who are underachieving within your area of responsibility and, where necessary, create and implement interventions to support those students in achieving their potential.

2. Quality of Provision

- Support the Head of English in monitoring the quality of teaching and learning.
- Work with the Head of English and teachers to review and improve schemes of work for Year 7 to 11 with accompanying learning materials, ensuring that they meet statutory and legal requirements and provide a range of teaching and learning approaches.
- Prepare students for examinations and assessments in your area of responsibility.
- Contribute to the development of teaching and learning by supporting training programmes, coaching and mentoring of teachers.
- Support the Head of English in implementing strategies that ensure high standards of behaviour within the department.
- Promote extra-curricular activities and out of hours learning for your area of responsibility which enhance learning opportunities.
- Liaise with the SENDCO regarding the academic needs of students in the department.
- Liaise with Pastoral Leaders regarding student progress as necessary and take appropriate action where monitoring and evaluation reveal underachievement or particular issues.

3. Leadership and Management

- Support the Head of English in creating an environment within the department where students and staff develop and maintain positive attitudes towards each other, and the wider school.
- Work collaboratively to raise student achievement and attainment and provide effective support, guidance, challenge and information for all staff within specified department.
- Support the Head of English in maintaining high standards of behaviour from students in the department by effective role modelling, supporting class teachers and liaising with the Pastoral Team.
- Support class teachers in the consistent implementation of whole school policies and procedures.
- Support the induction of new class teachers and give guidance and support to all class teachers on the effective development of their teaching.

4. Personal Development and Well-Being

- Be a high-profile member of staff in the department and a positive role model in terms of the quality of teaching and insisting on high standards of conduct and behaviour.

- Ensure a consistent and continuous focus on student achievement, using baseline and progress data to monitor progress within your specified aspects.
- Recognise and reward students who are making good progress and identify underachievement putting in place appropriate support to address the areas of weakness.
- Support the extended school programme including visits.
- Treat all members of the school community fairly, equitably and with respect to create and maintain the Academy ethos.

5. Professional Development

- Keep up to date with current research in school improvement in the specified areas of responsibility.
- Lead professional development activities, as appropriate, to update and develop the skills of colleagues.
- Provide regular coaching and mentoring for less experienced colleagues.

This role involves working in regulated activity with children and an Enhance DBS Clearance is required for this position.



	Essential	Desirable
Qualifications	Qualified teacher status Degree or equivalent	Further relevant qualifications. Good Honours Degree.
Experience/Knowledge	Able to teach full range of ability 11-16. Able to create an excellent climate for learning within teaching area. Able to use a range of strategies to promote learning. Able to manage and encourage good behaviour. Able to develop positive and meaningful relationships with students. Able to make appropriate use of ICT for learning. Understanding of how to use data to inform planning and improve students' performance. Understanding of a range of assessment for learning approaches, including grades where appropriate. Able to communicate with students, parents and carers about student's progress. Participation/development of extra-curricular activities.	Able to develop best practice through wide range of imaginative approaches. Engaged with developments in teaching and learning strategies to raise achievement. Experience of leading a single departmental area/departmental of faculty initiative.
Personal Skills and Qualities	Enthusiasm. Team-working skills. Reliability and Integrity. Personal Organisation. Flexibility.	Strategic Planning. Engagement in own continuous professional development. Motivational skills.