**Northern Education Trust – Job Description**

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| **Job Title:** | Senior Director of Subject | | |
| **Base:** | Academy closest to home or as agreed with the Chief Executive | | |
| **Reports to:** | Senior Executive Principal | **Salary Range:** | STP&CD  L23 – L27 |
| **Service responsibility:** | Specialist Curriculum area | **Salary:** | £85,529 - £94,332 FTE |
| **Additional:** | Regular travel is required. | **Term:** | Permanent |

**JOB PURPOSE**

Reporting directly to the Senior Executive Principal the Senior Director of Subject will support the Trust by providing leadership and strategic direction to their specialist curriculum area by:

* Being responsible for the line management of the team of Director of Subjects in their curriculum area, carrying out their performance management and holding them to account by clarifying expectations, setting high standards and ensuring objectives are met;
* Being jointly accountable for attainment in the subject area across the Trust;
* Ensuring the provision of high quality teaching and learning;
* Ensuring high standards and high expectations from students and staff;
* Modelling outstanding practice at all times.

**JOB SUMMARY**

The post holder shall be required to work in any of the academies within the Trust as directed by the Senior Executive Principal. They will liaise and work closely with the Principal, the academy senior leadership team and Directors of Subject.

To undertake the full range of duties and responsibilities as required by the Chief Executive and Senior Executive Principal as set out in The School Teachers Pay and Conditions Document.

1. To be jointly accountable for outcomes to the Board in the specialist curriculum area across the Trust under the direction of the Senior Executive Principal;
2. Where necessary, be an active practitioner, teaching key groups where necessary to ensure a rapid rise in standards;
3. Leading development of pedagogy across the Trust to improve the quality of teaching in subject area;
4. Represent the Trust nationally where required by the Chief Executive in national forums;
5. To have authority over curriculum leaders and Directors of Subject to direct and provide advice and support to drive the improvement of outcomes;
6. To work, when required, for an extended period as interim curriculum leader within NET academies causing concern, where extensive support and challenge is required.
7. To develop, launch and drive new initiatives and innovative practice in the subject area
8. To support curriculum leaders with self-evaluation, planning and self-review: ensuring high quality Faculty Handbooks, sharply focused schemes and assessment and comprehensive self-review, which leads to continuous improvement.
9. To liaise with and be informed by the most up to date Examination Board Training and marking and ensure that all curriculum leaders and their teams are highly skilled in the accurate moderation of students’ work. Support this with NET-wide moderation of students’ assessment in years 7 to 11.
10. Lead trust wide subject reviews across the Trust.
11. To lead on the development and improvement of quality data on the subject’s performance, Trust wide, to ensure that it is accurate and appropriate to facilitate targeted intervention.
12. To be an advocate for the subject area and to work collaboratively with others to improve the quality of teaching in the subject area across the Trust.
13. Support and challenge the learning and teaching of the subject across the Trust, including the development of leaders of the subject.
14. To actively promote equality of opportunity for all students and staff.
15. To network to identify and disseminate best practice across the Trust and wider.
16. To maintain outstanding teaching practice through research and ensuring awareness of latest thinking
17. Tracking student data and analyse subject data across the Trust, facilitating collaborative learning from best practice and intervention where required.
18. Development, with curriculum leaders, extra-curricular subject programmes.
19. Work with the NET Teaching School Alliance to promote leadership and teaching development, through accredited and bespoke courses.
20. Assist, via the Teaching School Alliance, in the promotion and brokerage of fit for purpose SLE and other support.
21. Support, via the Teaching School Alliance, the delivery of specialist courses, such as leadership/subject conversion and or subject upskilling.
22. Support new entrants to the profession who are specialists in the subject and ITT via the NET Teaching School Alliance.
23. Promote and develop the subject locally and nationally.
24. When needed, analyse and review departmental teams and provide feedback, high quality reports and effective action plans and intervention strategies that bring about rapid improvement.
25. Lead on curriculum development and delivery of NET-wide curriculum area CPD.
26. Manage the Trust curriculum area hub – conferences, workshops and other collaboration opportunities.
27. Advise on / assist in the procurement of resources for departmental teams and individual teachers, when appropriate.
28. Deliver and develop with curriculum leaders resources for high quality revision and intervention sessions.
29. Lead and support external reviews of curriculum area Trust-wide.

**General**

1. To participate in wider Trust meetings and working groups as required
2. Comply with Trust policies and procedures at all times, including GDPR related policies.

**Safeguarding**

1. To follow all safeguarding and child protection policies and procedures
2. This role wholly or mainly involves working with children

The Trust is committed to safeguarding and promoting the welfare of children and young people. We expect all staff to share this commitment and to undergo appropriate checks, including an enhanced DBS check. Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified and the post holder may reasonably be expected to undertake other duties commensurate with the level of responsibility that may be allocated from time to time.

Signed: …………………………………… Date: ……………………………….