



KING EDWARD VI HANDSWORTH SCHOOL FOR GIRLS

Job Description Subject Leader German

Grade:	MPS1 – UPS 3 (£31,650 – 49,084) plus TLR 2b
Hours:	Full Time
Responsible to:	Deputy Head (Curriculum)
Main Purpose:	<ul style="list-style-type: none"> The primary purpose of Subject Leader for German is to ensure a high standard of German teaching and learning is maintained throughout the school via delivery of effective and inspiring pedagogy, appropriate assessment and efficient operations,
Strategic Leadership & Accountability	<ul style="list-style-type: none"> Produce, implement and evaluate the DLDP. Contribute to the production, implementation and evaluation of the SLP. Produce and evaluate SEF information. Implement relevant school improvement priorities
Core Responsibilities	<ul style="list-style-type: none"> To lead the German department so that it is a dynamic and creative centre of excellence in which each student thrives academically. To have overall leadership and management responsibility for the effective deployment of staff and resources. Developing German within the school curriculum and promoting the subject to a wide audience. Writing and updating Schemes of Work that are detailed and challenging. To have oversight of the academic progress and behaviour of all students. To have an overview of the quality of learning and teaching within German. Organising extra-curricular German activities, for example language days, conferences, competitions. Organising language trips to German-speaking countries. Take the lead for KS3, 4 and 5 delivery. Keeping up to date with developments in Modern Languages in general and in German in particular.
General Responsibilities	<ul style="list-style-type: none"> Setting clear and challenging targets for each pupil that build on prior attainment. Assess how well learning objectives have been achieved and use them to improve specific aspects of teaching. Mark and monitor pupils' work and set targets for progress. Assess and record pupils' progress systematically and keep records to check work is understood and completed, monitor strengths and weaknesses, inform planning and recognise the level at which the pupil is achieving. Have an extensive knowledge and well-informed understanding of the assessment requirements and arrangements for their subjects/curriculum areas, including those related to public examinations and qualifications. Use an appropriate range of approaches to assessment, including the importance of formative assessment.
Support for the School:	<ul style="list-style-type: none"> Participate in the performance and development review process, taking personal responsibility for identification of learning, development and training opportunities in discussion with the line manager. Conduct the appropriate PDM reviews for teaching staff within the department (and support staff where appropriate)

	<ul style="list-style-type: none"> ▪ To be aware of and support difference to help ensure everyone has equal access to the services of the school and feel valued, respecting their social, cultural, linguistic, religious and ethnic background. ▪ To contribute to the school ethos, aims and development/improvement plan. ▪ To work as part of a team, appreciating and supporting the role of other people within the team. ▪ To attend and participate in meetings as required.
Resources:	<ul style="list-style-type: none"> • To ensure use of IT to full capacity in order to produce high quality documents. • To organise and present information for reports in a variety of formats. • Area/displays regularly updated.