

Job Description

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| Post Title: | Subject Leader Physics |
| Purpose: | <ul style="list-style-type: none"> To support the Director of Learning in the positive promotion of the Catholic ethos of St Benedict School community To ensure provision of an appropriately broad, balanced, relevant and differentiated curriculum for students studying Physics within the school To act as a curriculum lead for Physics and be responsible for leading and developing this area throughout the school To develop and enhance the teaching practice of others. |
| Reporting to: | <ul style="list-style-type: none"> Director of Learning/Leadership Liaison for Science/Assistant Headteacher Curriculum/ House Leaders |
| Responsible for: | <ul style="list-style-type: none"> Physics learning throughout the school. This involves, monitoring schemes of work for physics topics in all courses from Y7 – Y13. Liaising with examination boards and the Director of Learning to ensure that all examination entries and protocols are completed correctly. |
| Liaising with: | <ul style="list-style-type: none"> Head/Deputies Teaching, relevant non-teaching support staff, exam boards, external agencies offering support. |
| Working Time: | 195 days per year. Full time |
| Salary/Grade: | TLR 2A |
| Disclosure level | Enhanced |
| Main Duties | |
| Strategic | <ul style="list-style-type: none"> To assist the Director of Learning to ensure that Science is a rewarding subject with positive recognition of achievement To lead the development of appropriate Physics syllabuses, resources, schemes of work, marking policies, assessment and teaching strategies in the department To assist the Director of Learning with the use of available data in monitoring and following up student progress. To work with colleagues in the development of thorough schemes of work specifying: <ul style="list-style-type: none"> ➤ Objective led lessons ➤ Cross curricular opportunities ➤ Work related learning ➤ Key skills ➤ All elements of the national strategy for learning and teaching ➤ The use of ILT |
| Curriculum Provision and Development | <ul style="list-style-type: none"> To liaise with the Director of Learning to ensure that the department keeps up to date with and actively responds to national developments in curriculum planning To seek out new methodologies in the teaching of Physics and inspire the department to use them |



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| Staffing | <ul style="list-style-type: none"> To work with the Director of Learning and Assistant Head Staff Development to ensure that staff development needs are identified and that appropriate programmes are designed to meet such needs. Follow the school framework for appraisal To promote teamwork and to motivate staff to ensure effective working relations. To participate in the school's ITT programme |
| Quality Assurance | <ul style="list-style-type: none"> To participate in the monitoring and evaluation of the quality of learning in Science through: <ul style="list-style-type: none"> ➤ Lesson observation ➤ Book trawls ➤ Summative assessment data ➤ Pupil and parent interviews To ensure the effective operation of quality control systems. To assist in the process of the setting of targets within the department and to work towards their achievement. |
| Management Information: | <ul style="list-style-type: none"> To ensure the maintenance of accurate and up-to-date information concerning Physics and Science on the management information system. To assist in the use of analysis and evaluation of performance data. To assist in the production of reports on examination performance, including the use of value-added data. To assist in the identification of exam entries within the department. |
| Communications: | <ul style="list-style-type: none"> To help ensure that all members of the Science department are familiar with its aims and objectives. To ensure effective communication as appropriate with the parents of students. To liaise with partner schools, higher education, Industry, examination boards, awarding bodies and other relevant external bodies. |
| Marketing and Liaison: | <ul style="list-style-type: none"> To assist the Director of Learning in the formation of professional and collaborative working relationships with colleagues |
| Management of Resources: | <ul style="list-style-type: none"> To assist the Director of Learning to identify resource needs and to contribute to the efficient /effective use of physical resources To co-operate with other departments to ensure a sharing and effective usage of resources to the benefit of the school and the students. |
| Pastoral System: | <ul style="list-style-type: none"> Continuously assess pupils, provide feedback, set targets and ensure they know how to improve Use positive discipline-management techniques to resolve conflict and promote collaborative learning Act as a personal tutor to a group of students (approximately 4 from each year group) Set a good example to students through presentation, personal and professional conduct |



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| Teaching: | <ul style="list-style-type: none">• To undertake an appropriate programme of teaching in accordance with the duties of a standard scale teacher.• Plan, teach and evaluate lessons to ensure a variety of tasks and learning experiences for pupils matched to their needs• Organise lessons effectively to ensure high-quality learning• To act as a model of good practice for all staff |
| Additional Duties: | <ul style="list-style-type: none">• To participate fully in community activities, developing the ethos of the school and sharing the vision |
| <p>Employees will be expected to comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this job description.</p> <p>Employees are expected to be courteous to colleagues, students and their parents/carers</p> <p>The school will endeavour to make any necessary reasonable adjustments to the job and the working environment to enable access to employment opportunities for disabled job applicants of continued employment for any employee who develops a disabling condition.</p> | |
| <p>This job description is current at the date shown, but, in consultation with you, may be changed by the Headteacher to reflect or anticipate changes in the job commensurate with the grade and job title.</p> | |