Job Description

Post: Subject Leader

Responsible to: Assistant Principal

**Job Purpose**

* To develop a vision and to set a direction for your subject and its contribution to the learning experience of all students.
* To build a subject team that delivers high quality teaching and learning and that collectively raises standards including levels of engagement, aspiration and attainment.
* To ensure that Academy policies are fully developed, communicated, implemented, monitored and evaluated.

**Responsibilities:**

* To set high expectations for standards of teaching and learning and to model excellent practice.
* To promote the building and sharing of good practice and successful innovation across your team.
* To ensure the consistent application of teaching and learning strategies that meet the needs of all learners.
* To lead curriculum masterclasses to support subject knowledge development and subject pedagogy.
* To ensure that all teachers develop their classroom practice.
* To lead the ongoing development and evaluation of appropriate specifications and learning maps and ensure these are followed by all teachers.
* To create knowledge organisers and ensure that retrieval practice is mapped carefully throughout the curriculum.
* To monitor and evaluate standards of teaching and learning through classroom observation, sampling students’ work and student feedback.
* To oversee effective assessment, recording and reporting of student progress.
* To monitor and evaluate standards of attainment through the collection, analysis and reporting of performance data.
* To contribute to regular school and department self-evaluation.
* To ensure the efficient and effective selection and deployment of staff and resources.
* To create a stimulating learning environment across your subject area that promotes its identity and its contribution to the whole academy curriculum.
* To create, implement and regularly update your subject development plan.
* To develop effective departmental policies, communicate them through a departmental handbook and ensure they are consistently implemented.
* To keep up to date with current research and use this to inform practice across your department.
* To keep abreast of national developments in your subject area and apply them where relevant.
* To carry out any other relevant tasks and duties as may occasionally be required.

**Links**

* To regularly report to your senior line manager.
* To build and maintain an effective team of staff.
* To ensure your team is kept fully informed and have the information they need.
* To provide subject information and an additional link with parents and others in relation to work in your subject area.
* To support and supervise all the members of your subject team and ensure their ongoing professional development via effective training and performance management.
* To support and supervise support staff based wholly or mainly in your area.
* To ensure effective induction for new staff and support for trainees.
* To develop cross curricular links.

**Person Specification**

The successful candidate will have demonstrated the following in their application / interview:

* Be an outstanding teacher.
* Be committed to continuous improvement.
* Have evidence of supporting or training other colleagues and of working with students beyond those that they teach.
* Have knowledge of current educational issues, legislation and an appreciation of the context of the Academy.
* Be a team player.
* An unshakable belief that every student deserves the best and can achieve the best.
* A belief that there are no barriers to success that can’t be dismantled.
* The ability, time and energy to go the extra mile, no matter what.
* To be able to hold people to account in a fair, emotionally intelligent, honest, open but rigorous manner.
* To be endlessly positive and optimistic.
* To be solution focused and never give up.
* To be charismatic and have the ability to bring out the best in any student or adult.
* To have a relentless focus on high standards and an eye for detail.

*This document is considered to provide an outline of the areas that this role involves. This document does not preclude the post holder developing systems and structures not specifically mentioned but related to his/her broad areas of responsibility. The roles outlined above are indicative and do not preclude anything else which may be reasonably requested commensurate with the post held and duties undertaken.*