

Job Description for Subject Leader of English

Job Title:	Subject Leader of English
Reporting to:	Vice Principal / Assistant Principal
Responsible for:	English
Salary:	Competitive + TLR
Contract:	Permanent

This job description should be read in conjunction with the current United Learning Pay & Conditions Policy and the respective Conditions of Employment (copies available from HR support)

Job Description:

All duties and responsibilities should be carried out in accordance with the School Standards and Framework Act and United Learning's policies and procedures.

Role Purpose:

In addition to the requirements of a class teacher and any other agreed responsibilities, to be accountable for an agreed area within the department and to support, hold accountable, develop and lead a team of people focusing on that area.

The core purpose of the role is to be responsible for the programmes delivered through the subjects, establishing excellent standards and performance and leading English teachers in Central Academy. You will lead the subject teams to work together to develop curriculum and learning, and manage a wide offer of in class and enrichment opportunities for our young people.

Role:

The key responsibility is to provide leadership and management to the English team. You will be directly responsible for your subject and all the associated curricular strands. A focus on continuous improvement should inform all processes along with securing sustainable improvements in key outcomes. The Head of English is responsible for:

1. Working with the line manager to deliver a development plan encompassing all aspects of the annual learning, quality and business cycles.
2. Ensuring that outcomes and progress at all levels is good, so that no student is 'left behind'
3. Contributing to the specialism related to the role supporting an Academy and community wide engagement programme.
4. Lead subject staff on the use of quality cycles to establish routines of continuous review and improvement.
5. Lead subject staff in working practices that secure a high quality experience.



6. Lead subject staff in the use of data systems to inform curriculum decision by supporting student performance and inform teacher interventions, including setting targets for staff and students.
7. Lead and develop the subject specific teaching team.
8. Deliver sustainable improvements in subject exam results, attainment and progress scores across key stages.
9. Leading subject staff to secure sustainable improvements in progression to Post 16 Education and employment with substantive training.
10. Working with students to ensure their voice in the design of the deep learning experience.

The postholder will:

- Undertake any other reasonable duties and responsibilities that may arise or as directed by the Principal
- Be committed to their responsibilities relating to safeguarding

This role description will be reviewed on an annual basis and any changes deemed necessary negotiated with the post holder.



Competencies, Skills and Experience

The post holder, who will be an excellent subject practitioner and teacher, will clearly understand the rigorous requirement of our profession to be held accountable for the achievement, attainment and progression of each individual student. With a total professional commitment to excellence, the post holder will have demonstrated that he or she has a personal and individual track record in delivering outstanding achievements. The ability to successfully work in partnership with colleagues to plan and teach, driving up achievement and attainment is essential. Strong communication skills are equally important and team working both with staff and students will offer good foundations for the post.

It is anticipated that successful candidate will be a diligent and flexible worker driven by a sense of the social mission of education and a determination that the young people of Carlisle should have an equal access to provision that maximizes their ability to compete for employment, training or higher education on an equal footing with their peers.

Attributes	Priority		Evidence found from		
	Essential	Desirable	Application	Interview	Reference
Evidence of:					
The highest possible standards of personal integrity	✓			✓	✓
A complete commitment to excellence	✓			✓	✓
A determination to lead improvement through change	✓			✓	
High aspirations for students, staff and the organisation	✓			✓	
Leadership abilities with both colleagues and students	✓			✓	
A positive and results focused outlook	✓			✓	
High professional expectations of staff and the organisation	✓			✓	✓
A willingness to take and manage risk	✓			✓	✓
Skills - Evidence of:					
Use of data to inform judgement and actions	✓			✓	
Good to outstanding teaching, learning and assessment practice	✓			✓	
Support and challenge practice	✓			✓	
Coaching and support of staff		✓		✓	
Excellent communication skills	✓		✓	✓	
The ability to use quality cycles to drive up performance	✓			✓	
Strong persuasive skills	✓			✓	
Strong team working skills	✓		✓		✓
Experience - Evidence of:					
A qualified teacher with at least 2 years teaching experience in an 11-19 environment	✓		✓		✓
Evidence of delivering outstanding progress and exam results	✓		✓	✓	✓
Relevant additional qualifications e.g OSCA, D/G units		✓	✓	✓	✓
Evidence of delivering quality improvement	✓		✓	✓	✓
Curriculum planning and development	✓		✓		✓
An assessor for relevant exam board or subject		✓	✓	✓	
Successfully securing improvements in student outcomes	✓		✓	✓	✓
Evaluation, improvement planning and progress monitoring experience	✓		✓	✓	✓

