

Job Description and Person Specification

Role

Teacher in Charge of Art

Secondary School

Grade: TLR2A

Reporting to: Head of Department

The Saint John Southworth Catholic Academy Trust is committed to creating a diverse workforce. We will consider all qualified applicants for employment without regard to sex, race, religion, belief, sexual orientation, gender reassignment, pregnancy, maternity, age, disability, marriage or civil partnership.

Job Description

Key Duties and Responsibilities

- To assist in the leadership and management of the Art Department including ensuring the highest standards of teaching and learning, designing and implementing a broad, balanced and innovative curriculum, and improving student outcomes
- To develop and review the curriculum so that detailed schemes of work secure consistency and rigour and enable all students to enjoy and achieve at the highest possible level
- To organise assessment and exams, provide analysis of results and other data and identify and monitor key groups of learners
- To lead training as appropriate to develop the skills and expertise of Art teachers or any other relevant staff
- To teach and model the delivery of rigorous and engaging lessons that motivate, inspire and improve pupil attainment
- To equip members of the department with effective strategies to ensure that all students can master the skills necessary for securing strong outcomes
- To lead the development of Art resources effectively and efficiently
- To deputise for the Head of Department as required
- To take a reasonable share of the leadership, management and organisation of Art as directed by the Head of Department

Professional Development

- To be committed to own professional development
- To establish and participate in training opportunities, meetings, and networks to support and maintain excellent skills, techniques and knowledge
- To seek feedback and act on it to improve performance within and beyond formal coaching and appraisal opportunities
- To undergo regular observations and participate in regular in-service training (INSET) as part of continuing professional development (CPD)

Fluency Duty

In line with Part 7 of the Immigration Act 2016, the Government has created a duty to ensure that all Public Authority staff working in customer facing roles can speak fluent English to an appropriate standard. For this role, the post holder is required to meet the advanced fluency level. The post holder should demonstrate they can:

- Express themselves fluently and spontaneously at length effortlessly
- Explain difficult concepts simply without hindering the natural smooth flow of language

- Take responsibility for promoting high standards of literacy, articulacy and the correct use of standard English in the Trust

We are committed to safeguarding and promoting the welfare of children and we expect all staff to share this commitment. All successful staff will undertake an Enhanced Disclosure and Barring Service Check with Children's Barred List.

The Trust is committed to making any necessary reasonable adjustments to the job role and the working environment that would enable access to employment opportunities for disabled job applicants or continued employment for any employee who develops a disabling condition.

Date: October 2025

This job description is illustrative of the responsibility of the post and not necessarily a comprehensive list of tasks.

Post holders are expected to undertake work in line with the level and pay band of the post determined by the Line Manager.

This job description will be reviewed with the post holder in relation to need or on an annual basis through appraisal and whole-Trust review of strategy and effectiveness.

Name: _____

Signature: _____

Date: _____