

Job Description

Post: Literacy Lead

Purpose

To challenge educational and social disadvantage in the North.

Duties and Responsibilities

- Live our mission, values and drivers every day.
- Lead on the administration of standardised reading tests across all year groups.
- Lead on training and coaching for staff delivering early reading interventions.
- Support leaders with effective timetabling on early reading intervention.
- Ensure reading data is accessible for all staff to support teaching.
- Work with the SEND / inclusion team to ensure that all students are supported to learn to read.
- Deliver relevant PD to staff to ensure classroom instruction supports literacy and reading.
- Support teachers to create opportunities for structured talk in lessons to improve oracy across the academy.
- Support teachers to model and uphold expectations for written work including grammar, punctuation and spelling.
- Increase student engagement with our library and raise the profile of our library within the school community.
- Ensure that students encounter texts that meaningfully represent diverse backgrounds, identities, and experiences.
- Develop the reading offer beyond the core by creating additional opportunities that amplify culture of reading.
- Promote a love of literature and its relevance in the wider world.
- Engage fully in our trust's professional growth process to fulfil personal potential and be able to participate effectively in the implementation of our academy's strategic big moves.
- Attend meetings / training and carry out administrative tasks and duties as specified on our academy calendar.
- Consistently implement all trust policies and contribute to decision-making and consultation procedures.
- Report any safeguarding concerns immediately to a designated safeguarding lead.
- Carry out any other reasonable duties as requested by the principal.

This job description is not necessarily a comprehensive definition of the post. It will be reviewed annually.