



School / College		Maplewell Hall School
		Lead Teacher of Humanities & RE
Purpose:		<ul style="list-style-type: none"> To implement and deliver an appropriately broad, balanced, relevant and differentiated curriculum for students studying Humanities and Religious Studies. To monitor and support the overall progress and development of students as a teacher/Form Tutor To facilitate and encourage a learning experience which provides students with the opportunity to achieve their individual potential To contribute to raising standards of student attainment To share and support the school's responsibility to provide and monitor opportunities for personal and academic growth.
Reporting to:		Assistant Head Teacher (Teaching & Learning)
Responsible for:		The provision of a full learning experience and support for students
Liaising with:		Head Teacher, Deputy Head Teachers, Assistant Head Teacher, teaching/support staff, external agencies and parents

Principal (Core) Responsibilities		
Operational/ Strategic		<ul style="list-style-type: none"> <input type="checkbox"/> To assist in the development of appropriate syllabuses, resources, schemes of work, marking policies and teaching strategies in Humanities and RE <input type="checkbox"/> To design the curriculum areas medium and long term plan and its implementation. Supporting staff with short term planning where necessary. <input type="checkbox"/> To plan and prepare for appropriate qualification entries. <input type="checkbox"/> To contribute to the whole schools ethos of 'Aspire, Nurture, Personalise, success, and Engage.'
Teaching, Learning and Curriculum:		<ul style="list-style-type: none"> <input type="checkbox"/> To monitor, report, and analyse department data as a means to develop and improve standards. <ul style="list-style-type: none"> <input type="checkbox"/> To assist the assistant head teacher and Deputy Headteacher to ensure that Humanities and RE provides a range of teaching which compliments the school's strategic objectives. <input type="checkbox"/> To be proactive in the process of curriculum development and change so as to ensure continued relevance to the needs of students, examining and awarding bodies and the school's aim. <input type="checkbox"/> To assist the Assistant Head Teachers in the process of Personal, Social, Health and Economic Education (PSHEE) and other tutor group and year group provision. This will include assembly themes and enrichment day opportunities that carry cultural themes.
Staff		<ul style="list-style-type: none"> <input type="checkbox"/> To lead department meetings and monitor staff performance. <input type="checkbox"/> To take part in continuous professional development, and be proactive in sharing good practice across the whole staff. <input type="checkbox"/> To maintain good subject knowledge and an awareness of excellent, current practice in teaching. <input type="checkbox"/> To engage actively in the Performance Management and Review Process <input type="checkbox"/> To ensure the effective and efficient deployment of classroom support

		<input type="checkbox"/> To work as a member of designated teams(s) and to contribute positively to effective working relations within the school
School Self Evaluation		<input type="checkbox"/> Be responsible for evaluating department performance <input type="checkbox"/> Support the Assistant Head Teacher, Deputy Head Teacher and other post holders in meeting the expectations described in the School Self Evaluation form, including reporting procedures and deadlines.
Communications		<input type="checkbox"/> To communicate effectively with the parents of students as appropriate <input type="checkbox"/> Where appropriate communicate and work with persons or agencies outside the school <input type="checkbox"/> To maintain appropriate student records and work <input type="checkbox"/> To complete relevant documentation in support of student tracking <input type="checkbox"/> To track student progress and use information to inform teaching and learning, engaging with whole school assessment, recording and reporting procedures
Resources		<input type="checkbox"/> To work productively with the school business manager and assistant head teacher to ensure effective ordering and management of resources
Student Guidance		<input type="checkbox"/> To be a Form Tutor <input type="checkbox"/> To promote the general progress and well-being of individual students and of the Form tutor Group as a whole <input type="checkbox"/> Under the leadership of the senior leadership team, ensure implementation of the school's pastoral and guidance systems. <input type="checkbox"/> To register students, and encourage their full engagement in all aspects of school life. <input type="checkbox"/> To contribute to the teaching of, and deliver, Preparation for Adulthood, with a specific focus on a typical PSHE curriculum. <input type="checkbox"/> To apply relationships for learning systems so that effective learning can take place. <input type="checkbox"/> To liaise with other staff as appropriate, in response to problems experienced by students across the curriculum areas. <input type="checkbox"/> To play a central role in managing the learning of students in the Form tutor Group, particularly with reference to effective implementation of intervention and support procedures.
Other Specific Responsibilities		<input type="checkbox"/> Comply with any reasonable request from a senior or extended member of the leadership team to undertake work of a similar level that is not specified in this job description <input type="checkbox"/> The individual is responsible for promoting and safeguarding the welfare of children and young persons s/he is responsible for or comes into contact with. <input type="checkbox"/> This job description may be changed by the Headteacher in consultation with you to reflect or anticipate changes in the job commensurate with the grade and job title.

Person Specification

Lead Teacher of Humanities & RE

ATTRIBUTES	ESSENTIAL	DESIRABLE	EVIDENCE
Personal	<ul style="list-style-type: none"> ▪ Be passionate about teaching Humanities and RE ▪ Possesses a 'can do' attitude ▪ Creative and proactive in finding solutions ▪ Flexible and adaptive to changing needs and priorities ▪ Resilient, calm and tenacious under pressure ▪ Passionate about inclusive practice and equality of opportunity ▪ Relentless in finding ways to remove any barriers to success ▪ Excellent communication skills and evidence of being able to build and sustain effective working relationships with staff, students and parents ▪ Commitment to the protection/safeguarding of all students ▪ Self-reflective practitioner who always seeks to improve ▪ Willingness to contribute to the extracurricular life of the school ▪ Sense of humour 	<ul style="list-style-type: none"> ▪ Have ambition and a desire to play a significant role in extended Leadership within this school 	Application form Letter References Lesson Observation Interview Student Panel
Competence Knowledge Abilities Skills Experience	<ul style="list-style-type: none"> ▪ Be an Outstanding Humanities/RE Teacher with evidence of impact on student outcomes ▪ A proven track record of total commitment to helping every student achieve their very best and make good progress ▪ Have very high expectations of the learning of all students at all times ▪ Have a good understanding of how data supports and enhances student progress and achievement ▪ Be a positive team player with a strong commitment to professional development ▪ Embrace new technologies and ideas that enhance the learning of Humanities/RE ▪ Highly self-motivated ▪ Able to prioritise workload and work well under pressure with competing deadlines ▪ Good ICT skills 	<ul style="list-style-type: none"> ▪ Experience and evidence of teaching outstanding lessons 	Application form Letter References Results Certificates* Interview Student Panel

Qualifications and Training	<ul style="list-style-type: none"> ▪ Degree ▪ Qualified Teacher Status (QTS) 	<ul style="list-style-type: none"> ▪ Potential for future career in extended school leadership ▪ Expertise in a wide range of Humanities/RE issues ▪ Experience in a humanities or RE role 	Application Form Letter References Certificates*
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* Please note original certificates will be required by shortlisted candidates