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| **Director of Learning (Whole School Deputy Head)** |

**Purpose**

The Director of Learning is a key member of the Whole School Strategic Team (WSST), reporting directly to the Principal and, at times, working closely with the Heads of School as well as other senior leaders. The main role is to help lead GIS in developing innovative and world class approaches to learning, teaching and educational leadership.

**Essential and Desirable Characteristics, Skills, Qualities and Experience**

**Essential:**

* An ambitious person with great energy and clear leadership potential
* Excellent communicator (written and verbal) with parents, pupils and colleagues
* Experience of leading and managing a department
* High levels of energy and commitment
* Personally committed to continuing professional learning
* A team player with sound interpersonal skills and sensitivity
* Honest and hard-working
* Ability to see the bigger picture
* An eagerness to participate fully in the life of a busy school
* A high level of competence in ICT
* Enthusiasm and a keen sense of humour
* An effective and successful teacher with high personal standards and high expectations of pupils
* Committed to safeguarding the physical, emotional and mental well-being of young people.
* Prior experience of senior leadership and strategic planning

**Desirable:**

* Evidence of recent professional learning
* Remains positive and enthusiastic under pressure
* Knowledge of Google Apps, UbD curriculum planning and skills based learning
* Awareness of the needs of others

**SPECIFIC RESPONSIBILITIES**

**Monitoring, Evaluation and Development of Learning**

The role requires the post holder to:

* To be responsible for ensuring all aspects of learning are consistent across the school with the concept of a learning community where learning is central to all that we do.
* Support staff learning teams and share responsibility for line management, professional learning, professional standards and duty of care to members of the learning teams
* Implement and develop systems to monitor and evaluate the learning of the students, and work with senior and middle leaders to ensure programs are in place to meet their learning needs and reach their full potential
* Working with the Director of Professional Learning to implement initiatives and practices which enhance the learning experiences provided to the children
* Share best practice with colleagues, leading by example and promoting high standards in the delivery of the curriculum
* Be proactive and interested in keeping the school up-to-date over the latest educational issues and developments around the world, attending courses and conferences as appropriate
* Line manage and work closely with the Digital Coaches and other staff to ensure that technology is used effectively to enhance the quality of teaching and learning
* Ensure that the school’s policies are adhered to in respect of teaching and learning
* To work closely with the Director of Professional Learning to identify the professional needs of colleagues and to ensure they are appropriately supported through the professional learning programme
* Leading and driving the GIS learner skills, Large Scale Enquiry and Project Athena.

**Curriculum, Assessment and Transfer**

The role requires the post holder to:

* Monitor and develop, with other senior leaders, the use of assessment to support learning
* Keep the school’s WSST up-to-date with changes in educational theory and curriculum developments
* Assist the WSST in deciding on appropriate whole school INSET
* Be closely involved in the appointment and induction of new teaching staff
* Work with senior and middle leaders to implement and document a coherent, equitable, and broad based all through curriculum that allows students to be successful and prepares them for life-long learning
* Work with other senior leaders in developing contemporary, inclusive and engaging pedagogy, curriculum materials and learning programs that are well grounded in best practice in student education and age appropriate

**Administration**

The role requires the post holder to:

* Assist the WSST in strategic planning for teaching and learning as well as the development of required policies, procedures and guidelines for the school
* Be responsible for the regular review of whole school teaching and learning and curriculum policies
* To lead and develop the digital learning team to enhance the use of technology for learning at GIS

**Communication**

The role requires the post holder to

* Develop and nurture positive relationships with parents and other key stakeholders
* Work with key staff to promote the teaching and learning at GIS through newsletter articles profiling subjects, initiatives and learning events
* Ensure that relevant areas of the website are regularly updated
* Engage our parents in learning practices at GIS
* Represent the school positively and raise our profile to the wider world of education.

This job description may be adapted to best fit the skills and needs of the appointed candidate. Over time, the job description may be modified through consultation between the post holder and the Principal.