

Job Description

Subject Leader



Responsible to:	Director of Learning
Job purpose:	<p>This is a middle leadership post within the Academy's structure.</p> <p>In addition to those professional responsibilities which are common to all classroom teachers in the Academy, (see attached job description) the post holder's key accountability will be to assist the Director of Learning in raising standards of teaching, learning and attainment for all students.</p>
Arrangement	Full Time (TLR 2b)

Main responsibilities of the post:

The post holder will be required to exercise his/her professional skills and judgement to carry out, in a collaborative manner, the professional duties set out below:-

Making an impact on the educational progress of students in your subject by:

- Putting strategies in place to enable all groups of students to make at least good levels of progress between KS2 and 4
- Ensuring appropriate monitoring and targeting of the progress made by all groups of students
- Analyse Assessment Point (AP) entries and put in place appropriate interventions to ensure students achieve their potential
- Working alongside the Director of Learning to ensure AFL strategies are in place, monitoring and evaluating its use for constant improvement and consistency
- Representing the subject at student progress meetings and feeding back any relevant information to the Director of Learning.
- Liaising with external agencies to support improvement in the relevant subject/s
- Liaising with the Director of Learning to ensure continuity, progression and collaboration
- Co-ordinating and organising appropriate activities and programmes to enhance learning of students in the relevant subject/s e.g. use of Learning Resource Centre, booster classes and educational visits and enterprise days

Working in partnership with the Director of Learning to lead, develop and enhance the teaching practice of others within the subject/s by:

- Being a positive role model for the staff team
- Working alongside the Director of Learning to monitor the quality of teaching and learning in the relevant subject/s and support staff as appropriate
- Identifying key professional development needs in the relevant subject/s and ensuring that these are addressed through the provision of high quality coaching and mentoring
- Participating in the selection of new staff in the relevant subject/s as required
- Supporting the induction and development of new staff in the relevant subject/s, ITT and GTP students
- Ensuring the work of staff delivering the relevant subject/s is in line with Academy and Faculty policies
- The post holder will be professionally accountable for the work of the teachers within the subject/s
- The post holder will be responsible for the organisation and management of supply staff in the subject/s

Community

- Develop professional relationships with Academy and Trust stakeholders, and persons or bodies outside the Academy
- Act as an ambassador for the Academy community, to support the Academy and Trust's distinctive aims and ethos and to encourage staff, students, parents and stakeholders to follow this example
- Promote the Academy and the Trust positively with the local community

Appraisal or review of performance:

- Secure high standards of teaching and student learning through active participation in the Academy's Performance Management review procedures
- Continuously engage with Academy or Trust CPD to develop your professional practice
- Take responsibility for your own professional development and continuously strive for improvements
- Conduct the appraisal or review of any other teacher's performance where you are identified as the reviewer

Other

- To support the Academy during social times in accordance with the Academy duty rota
- To attend relevant meetings outlined on the Academy calendar
- To attend relevant parent consultation evenings and days as outlined in the Academy calendar
- To undertake any other duty as specified by School Teachers' Pay and Conditions Body (STPCB) not mentioned in the above
- To comply with the Academy Safeguarding arrangements at all times and provide personal documentation or details to facilitate any checks that are required
- To be aware of, and comply with, the Academy's policies
- To attend and perform in accordance with the Academy expectations

Freebrough Academy and Teesside Learning Trust are committed to Safeguarding and promoting the welfare of children and young people.

All appointments are subject to satisfactory checks prior to and throughout the duration of employment.

All checks are mandatory and must be completed to the satisfaction of the Trust before a conditional offer of employment is confirmed.

NOTES

The above responsibilities are subject to the general duties and responsibilities contained in the statement of Conditions of Employment. This job description allocates duties and responsibilities but does not direct the particular amount of time to be spent on carrying them out and no part of it may be so construed. This job description will be reviewed regularly and it may be subject to modification or amendment at any time. This job description does not form part of the contract of employment. It describes the responsibilities that the post holder is expected to perform.