

<b>Title:</b>	Head of Learning Area for Business and Computing (Extended Leadership Team)	<b>Salary:</b>	Competitive salary package	<b>Contract:</b>	Permanent
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<b>Responsible to:</b>	Vice Principal	<b>Responsible for:</b>	Business and Computing Learning Area
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### **Mossbourne Federation**

The Mossbourne Federation is the realisation of Sir Clive Bourne's dream to provide the children of Hackney with an outstanding education. Over the last twelve years the Federation has nurtured Sir Clive's dream by fostering kind, courteous, hard-working and well-rounded learners by providing an outstanding education based on the core values of 'Excellence', 'No Excuses' and 'Unity'. Through upholding these core values, Mossbourne will be the first academy federation whose schools are without exception, exceptional.

The Federation's calm working atmosphere creates well-rounded individuals who excel in the arts, on the sporting field and academically. All learners, regardless of ability, benefit from the innovative and enlightened approaches to teaching and learning within The Mossbourne Federation.

The Mossbourne Federation comprises four academies: Mossbourne Community Academy (secondary and which includes The Mossbourne Federation Sixth Form), Mossbourne Victoria Park Academy (secondary), Mossbourne Parkside Academy (primary) and Mossbourne Riverside Academy (primary).

### **Mossbourne Community Academy**

The Mossbourne Federation's flagship academy, Mossbourne Community Academy (MCA) is built on high expectations and doing right by the pupils in our care in order for them to succeed. MCA has not only changed the face of education in Hackney, but has also raised the bar in educational expectations to the highest level; we achieve recognition nationally for setting a new benchmark for non-selective comprehensive education. All pupils, regardless of background or ability, are encouraged to achieve their true potential. With outstanding GCSE and A-level results, year on year, Mossbourne Community Academy is placed within the top 1% of schools in the country.

### **The Extended Leadership Team**

The Extended Leadership Team (ELT) consists of the Principal, the Vice Principal and the Heads of Learning Area. The ELT support the Principal in both the day-to-day running of the Academy and in shaping the medium and longer-term strategy for maintaining outstanding student outcomes.

### **The Head of Learning Area Role**

We are seeking an outstanding leader and practitioner who is ready to join the Extended Leadership

Team and lead the Business and Computing Learning Area. The Learning Area comprises of Business, Economics and Computer Science. The Business and Computing Learning Area is renowned within the Academy for its consistently outstanding results at GCSE and A Level, as well as for its collaborative and friendly staff who are at the forefront of teaching and learning across the school. We are looking for someone with the vision, grit and academic acumen to continue the department's success.

### **Key Accountabilities**

- To join the Extended Leadership Team and ensure outstanding outcomes for students in the Business and Computing Learning Area
- To promote the Academy's ethos of high aspirations and outstanding performance in all areas
- To model, in everything you do, the Academy's values of courtesy, hard work and excellence
- Promoting and being committed to the Academy's aims and objectives and to implement Academy policies
- To performance-manage teaching staff within your learning area
- To observe colleagues as part of their performance management and give objective feedback, setting targets where appropriate
- To keep abreast of developments in the Business, Economics and Computing curriculum and ensure that these changes are implemented in lesson delivery and schemes of learning
- To undertake duties, including senior duties, as directed and in accordance with Academy expectations
- To attend and support all Academy events, including parents' evenings and results days
- To comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this job description.

### **Person Specification**

<u>Person Specification</u>				
		Assessment Criteria		
		Interview	Application form	Task (lesson)
Experience				
E	<ul style="list-style-type: none"><li>• A proven track record of success in middle leadership</li></ul>	✓	✓	
E	<ul style="list-style-type: none"><li>• Ability to teach your subject at all key stages</li></ul>	✓	✓	✓
E	<ul style="list-style-type: none"><li>• A track record of supporting staff in improving their practice</li></ul>	✓	✓	
E	<ul style="list-style-type: none"><li>• A track record of supporting students to achieve superb outcomes in your subject area</li></ul>	✓	✓	✓
E	<ul style="list-style-type: none"><li>• Ability to reflect on your own and student performance in lessons and adapt practice accordingly</li></ul>	✓		✓
	<ul style="list-style-type: none"><li>• Ability to select and devise appropriate</li></ul>	✓		✓

E	teaching methods and resources to meet the differing needs of students in practical and written work			
E	<ul style="list-style-type: none"> <li>Effective planning, assessment and record keeping</li> </ul>	✓	✓	
E	<ul style="list-style-type: none"> <li>Ability to work independently and as part of a team, contributing to INSETs</li> </ul>		✓	
E	<ul style="list-style-type: none"> <li>Ability to develop and maintain positive relationships with teachers, support staff and parents</li> </ul>	✓		
E	<ul style="list-style-type: none"> <li>Excellent classroom management and efficient organisation of resources</li> </ul>	✓	✓	✓
<b>Qualifications</b>				
E	<ul style="list-style-type: none"> <li>A good degree in a relevant subject</li> </ul>	✓	✓	
E	<ul style="list-style-type: none"> <li>Qualified Teacher Status (QTS)</li> </ul>		✓	
<b>IT knowledge</b>				
D	<ul style="list-style-type: none"> <li>Expert knowledge of the Microsoft package (Word, Excel, Outlook, Publisher, Power Point)</li> </ul>		✓	
D	<ul style="list-style-type: none"> <li>Ability to swiftly adapt to and utilise new/various systems/software</li> </ul>		✓	
D	<ul style="list-style-type: none"> <li>Capable of making effective and appropriate use of ICT in lesson delivery and within the learning area</li> </ul>		✓	✓
<b>Behavioural Competencies</b>				
E	<ul style="list-style-type: none"> <li>Superb communication and interpersonal skills</li> </ul>	✓		✓
E	<ul style="list-style-type: none"> <li>The ability to set, monitor progress towards, and achieve short, medium and long term targets for your area of responsibility</li> </ul>	✓	✓	
E	<ul style="list-style-type: none"> <li>Ability to meet all deadlines internally and externally ensuring output consistently is of an exemplary standard</li> </ul>	✓		
E	<ul style="list-style-type: none"> <li>The upmost integrity and high levels of motivation and commitment.</li> </ul>	✓		
E	<ul style="list-style-type: none"> <li>Proactive approach and efficient time management and prioritisation skills</li> </ul>	✓		
E	<ul style="list-style-type: none"> <li>Genuine interest and passion for the education of young people and the ability to contribute more widely to the life and community of the Federation</li> </ul>	✓	✓	
<b>Applicable to all staff</b>				
E	<ul style="list-style-type: none"> <li>Undertake training as required to in order to fulfil the requirements of the role</li> </ul>	✓	✓	✓

E	<ul style="list-style-type: none"> <li>Support Mossbourne's efforts both verbally and non-verbally (i.e. via actions and attitude), including adjusting performance and practice in accordance with Mossbourne's initiatives and findings</li> </ul>	✓	✓	✓
E	<ul style="list-style-type: none"> <li>Play an active role in terms of Safeguarding all students and adults</li> </ul>	✓	✓	✓

***Mossbourne Federation reserves the right to modify the above contents in order to ensure the needs of the Federation and the students are being met. The above list is not a comprehensive list; it simply outlines the expectations for this role. Mossbourne Federation provides equal employment opportunities to all employment applicants and employees without regard to race, colour, religion, gender, sexual orientation, national origin, age, disability or status. This post is subject to an enhanced DBS disclosure. The post holder must be committed to safeguarding the welfare of children.***