

Job Description: Head of Biology

The Role

- To develop, lead and manage the exceptionally effective delivery of an outstanding biology curriculum to ensure all our pupils make excellent progress.

Key Responsibilities

- Be held accountable for the progress of all pupils in Biology learning across the school
- Constantly improve the quality of teaching and learning, where necessary holding teachers to account
- Lead the design and implementation of the biology curriculum and assessment including required practicals and examinations
- Be a role model of outstanding teaching in the department
- Observe, mentor and provide guidance to teachers in the department.

Outcomes and Activities

Teaching and Learning

- Meticulously plan and teach engaging and challenging lessons that pave the way for success in school and life
- Meet the needs of all learners by consistently planning and teaching carefully differentiated lessons
- Set and mark appropriate homework
- Use regular, measurable and significant assessments of their teaching
- Complete all reporting on time
- Closely monitor progress and attainment of their pupils and use it to inform their teaching
- Provide content for and where necessary deliver high quality pupil interventions with direction from SLT member responsible for behaviour.
- Ensure that all pupils achieve or exceed academy targets
- Maintain regular and productive communication with parents about their child's progress, behaviour and development, including attending after school parent meetings as required
- Organize and participate in exciting and motivating trips and events.

Leadership of subject

- Develop innovative schemes of work which are inspiring for learners and teachers alike and feed into standards based assessments
- Produce half termly assessments with marks schemes
- Ensure assessments are moderated internally and externally
- Ensure end of year assessments reflect each pupil's overall level which is both externally valid and provides an accurate baseline for the next academic year

- Analyse progress and attainment data to make data-driven changes to curriculum design, and pupil interventions
- Work in collaboration with colleagues to ensure pupils receive high quality interventions
- Through regular observation and feedback, mentor subject teachers to ensure excellent teaching and learning in all lessons
- Ensure that classroom teachers are utilising best pedagogical practice for their subject
- Conduct half termly evaluations of the quality of teaching and learning of individual classes and as a department, agreeing implementing and holding teachers to account to changes to teaching and learning
- Create and sustain a positive department culture, where teammates feel collectively supported and developed.

Other

- Undertake professional development as agreed with school leaders
- Perform additional duties and tasks required for the effective operation of the school
- Undertake other various responsibilities as directed by the Principal.