Sirius ACADEMY NORTH
WHERE STARS ARE BORN

Job Description

POST: Higher Attainers Coordinator

RESPONSIBLE TO: Deputy Head / Curriculum Director

RESPONSIBLE FOR: Raising the achievement of Higher Attaining students

SALARY: MPS/UPS **+**TLR 2B

PURPOSE:
To inspire imaginative and effective approaches to raising the progress of Higher Attaining students across the Academy, and make a major contribution to improving student attainment by raising the quality of teaching of Higher Attaining students across the Academy.

To support other teachers to improve their effectiveness, modelling excellent practice and providing professional mentoring to consistently teach high quality lessons which bring about excellent outcomes for Higher Attaining students.

PRINCIPAL ACCOUNTABILITIES

- ✓ Plan, implement, monitor and evaluate the Higher Attainers Programme in the Academy.
- ✓ Select and update the register of students to be targeted, using agreed criteria and inform students, parents/carers and colleagues.
- ✓ Provide information and guidance on a regular basis to students as a group and participate in activities with the students.
- ✓ Meet with students and their parents to discuss intentions, plan support and set targets for achievement, participation in activities and admission to post-16/HE.
- ✓ Liaise with the learning support provision, pastoral system and subject teachers to monitor student progress, response and intentions.
- ✓ Ensure the programme of additional support activities outlined in the actions plans is implemented in the Academy.
- ✓ Obtain useful feedback on the scheme from students, school and college colleagues.
- ✓ Meet with other coordinators to plan shared provision, share best practice and address common issues/strategies.
- ✓ Liaise closely with Curriculum Directors to ensure the needs of Higher Attaining students are being met.
- ✓ Maximise awareness of the programmes by ensuring that information for planned activities are distributed to the appropriate audience via various methods of communication i.e. the academy portal, website, newsletter

Learning & Teaching

- To work with the Higher Attaining students to develop teaching and learning strategies that are effective and enable students to achieve challenging targets
- To work with the Curriculum Directors to identify students at risk of underachieving, advise and lead on appropriate intervention strategies to raise attainment for the more-able.
- To raise student achievement and attainment across the Academy as evidenced by external examinations and internal assessments
- To develop staff expertise with Higher Attaining students.
- Keep up to date with current educational research and disseminate relevant information to colleagues on Higher Attaining students.
- To prepare and use performance and contextual data to track individual students and inform performance.
- Be committed to the use of new technologies to improve teaching and learning.
- Perform the role of form tutor.

Leading and Supporting Staff

- To model excellent practice and lead others in the development of new pedagogies.
- To support other teachers to develop their expertise in planning preparation and assessment.
- Contribute to the whole Academy curriculum policy by advising the Academy Leadership Team, through the line management structure on the most appropriate routes of accreditation for the more able.
- To work with the Curriculum Directors to develop appropriate curriculum content for Higher Attaining students which is challenging, engaging and differentiated to meet the needs of students.
- To create and share resources that support the development of assessment for learning strategies.
- To actively support the vision, ethos and policies of the Academy

Continuing Professional Development

- To lead the professional development of subject teams in devising and preparing innovative teaching and learning strategies for Higher Attaining students.
- To actively participate in the Academy's Performance Management processes for colleagues.
- Reflect on and address own professional development needs.
- Help to identify the professional development needs of colleagues.
- Initiate, and evaluate, action led learning improvement projects

Teaching Commitment

- The post holder will be expected to teach in line with the Academy's generic teacher's job specification. Designated non-contact time for management responsibilities will be made available as required.

Safeguarding Children

Sirius Academy is committed to safeguarding and promoting the welfare of children and young people. We expect all staff to share this commitment and to undergo appropriate checks, including enhanced DBS checks.

PERSON SPECIFICATION

KNOWLEDGE/EXPERIENCE/SKILLS/QUALIFICATIONS/MENTAL SKILLS:

1. Qualifications – Essential:

- Qualified Teacher Status
- An honours degree
- Evidence of relevant recent professional development

2. Knowledge – Essential:

- Outstanding subject knowledge in your area of specialism
- Expert understanding of what is required to secure effective teaching and learning
- Excellent understanding of the strategies which help to raise students' attainment
- An understanding of performance and contextual data as tools for improving standards of student achievement
- An understanding of up-to-date educational development nationally
- Understanding of the practical application of Equal Opportunities in a school context

Knowledge - Desirable

- An understanding of emotional literacy and developments to support learning and teaching

3. Experience – Essential:

- A proven track record of excellence in the classroom

- A proven track record of achieving excellent results across at least 2 key stages
- Experience of monitoring and evaluating teacher effectiveness in relation to standards and outcomes
- Experience of working with other teachers and professionals to extend their understanding and effectiveness

4.

Skills – Essential:

- A tangible passion and enthusiasm for Higher Ability students.

INTERPERSONAL/COMMUNICATION SKILLS:

- Be a team player
- Ability to motivate and inspire staff and students
- Ability to use tact, diplomacy, sensitivity and good humour
- The ability to understand others and create trust
- Ability to coach colleagues to improve their performance
- Effective written and spoken communication
- Awareness of the need for attention to detail
- Ability to demonstrate personal and emotional resilience when working in a range challenging situations
- Personal commitment to extra-curricular activities
- Good health and an excellent attendance & punctuality record
- Motivation to work with children and young people
- Have a willingness to demonstrate commitment to the values and behaviours which flow from the Sirius ethos
- Commitment to safeguarding and promoting the welfare of children and young people.
- Willingness to undergo appropriate checks, including enhanced DBS checks.
- Motivation to work with children and young people
- Ability to form and maintain appropriate relationships and personal boundaries with children and young people
- Emotional resilience in working with challenging behaviours and attitudes to use of authority and maintaining discipline.

Creativity and Innovation
The post holder will be required to re-schedule work where/when necessary in order to fit in with the working day of the Academy and ensure that tasks are completed.

Contacts and Relationships
Executive Principal Head of School Staff Directors Community Parents Managers on all levels and locations Trade unions Other government departments

This Job Description conveys a full and accurate description of the job:

Signature **Designation** **Date**

1. CONFIRMED BY: …… (LINE MANAGER) ……..

2. CONFIRMED BY: …… (SERVICE HEAD) ……..
(OR DELEGATE)

3. RECEIVED & AGREED BY: (POST HOLDER) ……..

……..*

**The employee must countersign the Job Description to show that he/she has received it, although they may not agree with its content. They may delete "& AGREED" if this is the case.*

Grade established/Approved

DATE OF PANEL: ……. **DATE: ……**