#### 

#### **JOB DESCRIPTION**

**Post Title: Lead Teacher Religious Education (RE)**

**CORE PURPOSE**

* To take a leading role, under the direction of the Curriculum Leader, in establishing the aims and objectives of the RE curriculum, which reflect the overall aims and objectives of the College and the Curricular Policies determined by the Governing Body and Principal.
* To keep up-to-date on national developments in RE, to communicate relevant information/ updates to the Faculty, and to ensure a response to such developments.
* To lead, manage and develop the RE curriculum, ensuring the provision of an appropriately broad, balanced, relevant and differentiated curriculum for students, in accordance with the aims of faculty policies, the school and the curricular policies determined by the Governing Body and Principal of the school.
* To assist with the management and development of all staff teaching RE
* To undertake the professional duties and responsibilities of a teacher holding a Teaching and Learning responsibility, as set out in the current School Teachers’ Pay and Conditions document.
* To undertake the professional duties outlined above by having regard to National Teaching Standards.

**CORE RESPONSIBILITIES**

1. **Curriculum Development for RE**

* To have responsibility for the forward planning of the curriculum, in line with the Faculty Improvement Plan.
* Working with the Curriculum Leader to ensure that suitable schemes of work are prepared.
* To oversee the use of data within the curriculum, in conjunction with the Curriculum Leader, to inform intervention.
* To have an up-to-date knowledge of the National Curriculum and/or GCSE or equivalent specification.
* To provide information, as necessary, to the Senior Leadership Team, Curriculum Leader, parents, teachers and governors about the curriculum, student progress, and exam results.
* To promote the work of the subject through parents’ evenings, assemblies, cross curricular opportunities and links with the community.

1. **Student Progression in RE**

* Work with the Curriculum Leader to have oversight of the learning of all students.
* Work with the Curriculum Leader to monitor student attainment, progress and behaviour and implement strategies where improvement needs are identified.
* Work with the Curriculum Leader to oversee the organisation of student groupings.
* To liaise with the Curriculum Leader to ensure all aspects of internal and external exams are managed effectively.
* To lead on the provision of extended learning opportunities, including extra-curricular activities, ensuring that any visits are organised in line with College policy.
* To ensure that Schemes of Work have regard to continuity and progression for students.

1. **Leadership and Management of RE**

* Work with the Curriculum Leader to line manage staff teaching RE
* To support the Curriculum Leader in, inducting, developing, deploying, motivating and appraising staff to ensure that they have clear expectations of their roles, and that high standards are achieved and maintained.
* To assist in the development of support staff in delivering the curriculum.
* To work with the Curriculum Leader to ensure:
  + The completion of work analysis
  + The production of assessment materials
  + All data is quality assured to ensure consistency and validity
  + A bank of homework resources are available and used
  + The VLE is developed to support learning
* To assist where necessary in the Appraisal of staff.
* To work with the Curriculum Leader to monitor the performance of staff, including through the use of monitoring data, examination results, work analysis and lesson observations.
* To work with the Curriculum Leader to manage capitation and equipment efficiently within the limits, guidelines and procedures laid down, and keeping appropriate records.
* To ensure that staff are treated fairly and equitably and that there is no discrimination.
* To ensure the Health and Safety Policies and Practices, including Risk Assessment throughout the Faculty are in-line with national requirements and are updated where necessary.

1. **Teaching and Learning in RE**

* To take a lead role in the development of Teaching.
* To promote excellence in teaching and learning to ensure all students develop their potential.
* To exemplify in own practice outstanding teaching skills and to ensure that good practice is shared.
* Work with the Curriculum Leader to evaluate the standards of all staff, providing feedback and identifying areas for improvement where appropriate.
* To assist in the development and implementation of strategies to improve teaching.

**General**

* To undertake an appropriate programme of teaching in accordance with the duties of a classroom teacher.
* To undertake the duties of a Form Tutor when required to do so.
* To attend regular meetings for professional support and to develop effective departmental management.

**Additional**

Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified.

Employees will be expected to comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this job description.

This job description, in consultation with you, may be changed by the Principal to reflect or anticipate changes in the job commensurate with the grade and job title.