

**Head of Expressive Arts Curriculum Area**

**Pennaeth Adran Gelfyddydau Mynegiannol**

### Job Description

### Disgrifiad Swydd

# 1 Introduction

**1.1 Name of Postholder:**

**1.2 Post Title:** **Head of Expressive Arts**

*Including Art, Music and Physical Education*

* 1. **Post Purpose:**

a) Lead and manage the Expressive Arts Curriculum Area in line with the job description and school policies;

b) Under the reasonable direction of the Headteacher, carry out the professional duties of a school teacher as set out in the current School Teachers’ Pay and Conditions Document (STPCD).

**1.4 Reporting to:** Senior Leadership Team

**1.5 Responsible for:**

* Provision of full and high quality teaching and learning experiences for students through effective deployment of staff and resources;
* Raising the standards of student attainment and achievement in the Curriculum Area;
* Overall line management and leadership of the team of Curriculum Area staff in the provision of effective teaching and learning;
* Ensuring effective liaison with stakeholders relevant to supporting effective teaching and learning experiences for students within the Curriculum Area;
* Contributing to any relevant whole school teaching and learning dimensions within this Area of Learning and Experience.

**1.6 Liasing with:** Headteacher, SLT, teachers, support staff, parents, carers, external agencies

**1.7 Working time:** Full time as specified in STPCD

**1.8 Salary/Grade:** TLR 1a

## 2 Principal Accountabilities

**2.1 Lead, manage and develop teaching and learning within the Arts and Technology Curriculum Area by:**

* Developing and promoting vision, aims and objectives for the Curriculum Area within the context of whole school priorities identified in the School Development Plan;
* Being accountable for high standards of teaching and learning within the Curriculum Area in line with relevant whole school policies;
* Being accountable for raising the standards of attainment and achievement of students of all abilities and learning styles within the Curriculum Area;
* Ensuring the overall provision and delivery of a relevant and differentiated curriculum for students within the Curriculum Area, in the context of whole school policies;
* Being accountable for the management of Curriculum Area human and physical resources to maximise the effectiveness of teaching and learning opportunities within budget;
* Coordinating the organisation of appropriate student learning groups within the Curriculum Area;
* Coordinating strategies to support other colleagues in maintenance of good order within the Curriculum Area through the *E L F E D Wellbeing Policy;*
* Ensuring effective monitoring and assessment of learners within the Curriculum Area and that the collection and use of data informs teaching and learning in line with whole school policies including ‘Progress File’;
* Ensuring systems are in place to develop and enhance the teaching practice of other Curriculum Area members;
* Coordinating and leading Curriculum Area self-evaluation procedures, monitoring and development planning;
* Leading relevant colleagues to ensure the creation and development of a positive climate and environment for learning within the Curriculum Area;
* Facilitating the development of skills and cross-curricular links within the Curriculum Area.
  1. **Line management of staff**
* Lead the Curriculum Area by example, demonstrating excellence and providing professional accountability to Curriculum Area staff;
* Engage all relevant staff in the creation, consistent implementation and improvement of Curriculum Area policies and schemes of work which encapsulate key school learning strategies to encourage the sharing of good practice within the Curriculum Area;
* Support other Curriculum Area post holders in issues relevant to the provision of high quality teaching and learning;
* Oversee Continuing Professional Development and performance management within the Curriculum Area;
* Ensure relevant risk assessments and Health and Safety policies are in place and are complied with by Curriculum Area members.

1. **Other teaching and learning accountabilities**

* Overall accountability for ensuring parents and carers are fully informed of any relevant learning issues within the Curriculum Area;
* Supporting Curriculum Area staff in issues regarding parental contacts
* Accountability for high quality reports within Curriculum Area;
* Overall accountability for ensuring regular contact with appropriate external stakeholders for all Curriculum Area subjects;
* Where identified, contribute to development and delivery of whole school themes or

Skills

##### 4 Behaviours

* Enthusiasm and passion for learning
* Ability to inspire and lead the Curriculum Area
* Strong organisational skills
* Creative thinking
* High level of commitment
* Ability to work strategically to develop a vision for the subject within the school the county and Wales
* Ability to work collaboratively with others as well as to take decisions independently
* High ambitions both personally and for our students
* Excellent communication skills

**Teacher Workload Impact Assessment is high**

Workload is monitored by the postholder and the SLT link.

The above responsibilities are subject to the general duties and responsibilities contained in the statement of contract and the most recent STPCD. This is a ‘job description’ only and is not necessarily a comprehensive definition of the post. It may be subject to modification or amendment after consultation with the postholder. Duties listed in the generic teacher and group tutor job descriptions also apply. In most cases the post will include in addition responsibility for a named subject.