



Job Description - Curriculum Leader

This job description may be amended at any time following discussion between senior leaders and the member of staff, and will be reviewed annually.

Job Purpose:

The Curriculum Leader will ensure that there is consistency of teaching, continuity in context and skills, and high standards of learning throughout the school. The Curriculum Leader will be an essential member of the Middle Leadership Team and contribute towards the overall effectiveness of the school as directed by the Senior Leadership Team.

Duties:

The Curriculum Leader will:

- lead by example, through excellent classroom practice;
- lead the development of a cohesive and effective long-term plan in their specialist subject area(s);
- ensure that medium-term planning across all Key Stages meets all National Curriculum requirements and any current initiatives;
- plan, review, monitor and evaluate current practice (including schemes and policies) and provide feedback to the Senior Leadership Team;
- attend regular middle leadership meetings to address areas identified in the school improvement plan;
- work alongside the Senior Leadership Team in monitoring the subject area(s) through lesson observation, work analysis and data analysis;
- write an annual School Improvement Plan for the subject area(s) to be submitted to the Senior Leadership Team;
- complete an annual subject audit and compile a detailed action plan;
- submit an annual bid for funding for the development of the subject area(s);
- prioritise resource needs as indicated in the School Improvement Plan;
- liaise with the Assessment Leader to produce detailed question analysis of data on a half-termly basis and take appropriate action on findings;
- support, motivate and advise staff, and work alongside them in the development of their classroom practice, where appropriate;
- disseminate information to the staff, and provide INSET to promote staff development and improve classroom practice;
- maintain an up-to-date subject knowledge as well as knowledge of local and national initiatives;
- keep up-to-date with current research and thinking in the subject(s) and share with staff;

- investigate opportunities for pupils to get involved in subject-related competitions both locally and nationally;
- provide opportunities for pupils to extend their experience of the subject(s) beyond the classroom:
- from Year 7 onwards, make clear to pupils how the subject area(s) link to careers;
- deliver a lecture related to the subject area(s) as part of the on-going lecture programme initiative;
- uphold the ethos and values of the school in all aspects of the role.