

**Assistant Principal: Head of STEM (plus SMT responsibilities as appropriate for the candidate)**

This will be a Senior Management Team role overseeing 3 departments: Maths, Science and Computing. The role will also include whole school responsibilities appropriate to the skills and interests of the candidate eg. Academic enrichment.

**Responsible to: Senior School Vice Principal**

# JOB OVERVIEW

To lead the teaching and learning of STEM subjects in across the School (Sciences, Mathematics and Computing).

To develop a clear vision for the future of STEM provision at Fulneck School.

To support the wider goals and development of the School as part of the School’s Senior Management Team (SMT).

To be an effective professional who demonstrates thorough curriculum knowledge, can teach and assess effectively, take responsibility for professional development and has students who achieve well.

All adults working in, or on behalf of the School have a responsibility to safeguard and promote the welfare of children.

This includes:

* Responsibility to provide a safe environment in which children can learn and develop.
* To identify children who may be in need of extra help or who are suffering or are likely to suffer significant harm. All staff then have a responsibility to take appropriate action to prevent concerns from escalating, working with services as needed.

# Main duties and responsibilities:

* Promote our vision that Fulneck becomes the leading small school in the UK by excelling at what small schools do well.
* Develop a clear vision for the future of STEM at Fulneck School.
* Lead our STEM provision and produce plans for further improvement of the curriculum and teaching and learning.
* Lead and manage existing Heads of Department within these areas.
* Have strong understanding of the current Science, Maths and Computing curricula and any developments within them.
* Engage with our Junior School in order to help determine the STEM curriculum across the 3-18 school.
* Working with our Junior School to support curriculum sequencing between KS2 and 3 in STEM subjects.
* Ensure a consistent approach to standards of behaviour, attendance and punctuality are implemented across the Departments.
* Producing Departmental Improvement (Development) Plans to address identified priorities.
* Contribute to the Senior School weekly CPD programme
* To lead on the preparation for and review of student learning so that the students learn effectively and are prepared thoroughly for external assessment and progression.
* To take all possible steps to ensure that all students develop a positive attitude to learning and good learning habits. These steps include acting as a role model to students.
* To support Departmental staff to maintain good order and discipline among the students and to safeguard their health and safety.
* To discuss with students and parents, individual student’s progress, attainment and attitude to learning.
* To cover for absent colleagues as required.
* Willingness to perform the role of a form tutor, where required and contribute to break and lunchtime supervision duties.
* To contribute to the development of learning resources to enable the School to make economical use of such materials and to provide an attractive environment for students to learn in.
* To undertake personal and professional development in accordance with School expectations.

| **Person Specification** |  |  |  |
| --- | --- | --- | --- |
| **CRITERIA** | **ESSENTIAL** | **DESIRABLE** | **ASSESSED BY**  *(Application, Task, Interview)* |
| **Qualifications** | | | |
| Good honours degree or equivalent in relevant field | **✓** |  | Application |
| PGCE or equivalent teaching qualification | **✓** |  | Application |
| Willingness to undergo an Enhanced DBS | **✓** |  | Application |
| **Professional development, skills, experience and knowledge** | | | |
| High quality teaching leading to excellent student outcomes | **✓** |  | Application / Interview / Observation |
| A sound knowledge and understanding of the curriculum (Year 7 – 11) within one STEM discipline and willingness to develop within others | **✓** |  | Application / Observation |
| Leadership experience – managing and developing colleagues |  | **✓** | Application / Interview |
| Understanding of and commitment to inclusive learning and equal opportunities/diversity | **✓** |  | Application / Interview / Observation |
| Excellent IT skills to promote effective learning both inside and outside the classroom | **✓** |  | Application / interview / Observation |
| An understanding and ability to implement a range of teaching methodologies including assessment for learning techniques | **✓** |  | Application / Interview / Observation |
| Curriculum development experience. Use of research to support decision making | **✓** |  | Application / Interview |
| Ability to support the development of literacy and numeracy in young people | **✓** |  | Observation |
| Experience in 16-19 teaching | **✓** |  | Application / Interview |
| Commitment and passion for the subject beyond the curriculum | **✓** |  | Application / Interview |
| Ability to reflect on own performance and a desire to continually improve the learning experience of young people | **✓** |  | Application / Interview |

| **Personal skills and attitudes** | | | |
| --- | --- | --- | --- |
| An enjoyment of working with young people and an empathy for their needs and concerns | **✓** |  | Application / Interview / Observation |
| Ability to work both on your own initiative and as part of a team | **✓** |  | Application / Interview |
| Commitment to on-going professional learning and development | **✓** |  | Application / Interview |
| Excellent interpersonal and communication skills | **✓** |  | Application / Interview / Observation |
| Resilience, determination and a sense of humour | **✓** |  | Application / Interview |
| Commitment to professionalism, objectivity, teamwork and collaboration | **✓** |  | Application / Interview |
| Ability to contribute to the School’s wide extra-curricular and pastoral programmes. | **✓** |  | Application / Interview |
| Must accept and actively support the School values including equality and diversity | **✓** |  | Interview / Observation |
| Enthusiasm and passion for learning and ability to inspire others | **✓** |  | Interview / Observation |

The post holder will be expected to carry out such other duties as reasonably correspond to the general character of the post and are commensurate with its level of responsibility.