

Job Description

Post: Assistant Principal - Research and Development

Purpose

To challenge educational and social disadvantage by working with the Executive and other senior leaders to lead a healthy Trust in order to achieve the highest possible standards and prepare all our students to lead successful lives.

Duties and Responsibilities

- Live the mission and values every day.
- Undertake up to a 50% teaching timetable in your specialism in an identified Dixons academy.
- Implement and model strategies that secure high standards of teaching, student behaviour and attendance.
- Strategically lead decision-making and ensure all subject leads are consulted and valued in order to create a shared Trust vision for your specialist subject.
- Build an effective subject cross-cutting team, showing respect for the expertise and experience of others.
- Lead the cross-cutting team to debate and identify the powerful knowledge critical to your subject.
- At each curriculum phase, design a curriculum with the optimum knowledge sequence for building a secure schema; thereby creating a rich narrative for our students.
- Treat cross-cutting team members with equity and be proactive in supporting all team members regardless of their need.
- Take time to listen to the views of team members and demonstrate sensitivity and diplomacy at all times.
- Offer subject support and advice to academies in challenging circumstances, re-deploying resource where practical.
- Share the most relevant and pertinent educational research and thinking in your subject.
- In dialogue with the Executive Directors, produce and organise all aspects of a Dixons curriculum in your subject.
- Create or identify accompanying 'knowledge organisers' and resources designed to aid long term retention.
- Ensure end of year common assessments are written in line with our assessment principles and are fit for purpose, liaising with any external providers as appropriate.
- Work with the Executive Team and Teaching Institute to continually evaluate the quality of the curriculum in your subject across the Trust.
- Plan and deliver subject specific CPD for specialists across the Trust.
- Support and contribute to Trust-wide school improvement strategies and initiatives.
- Manage own workload and, where necessary, that of others.
- Participate in, and lead, coaching; work in effective partnership with other leaders in the Trust.
- Engage fully in the academy appraisal process to fulfil personal potential and be able to participate effectively in the implementation of the academy's goals and improvement plan.
- Attend and lead meetings / training and carry out administrative tasks and duties as specified on the academy / Trust calendar.
- Consistently implement all academy policies.
- Report any safeguarding concerns immediately to a Designated Safeguarding Lead.
- Carry out any other reasonable duties as requested by the Executive Board.

This job description is not necessarily a comprehensive definition of the post. It will be reviewed in relation to the needs of the Trust on an annual basis.