



Job Description & Personal Specification

Head of Media Studies



Head of Media Studies

Salary: Teacher Pay Scale plus TLR1

Purpose of the post

To facilitate and encourage learning which enables students to achieve high standards; to share and support the corporate responsibility for the well-being, education and discipline of all students.

To whom the post holder reports

Leadership link and Trust Director where appropriate. The successful candidate will work under the direction of the Trust Director for English who will have ultimate responsibility for the curriculum content and pedagogy.

Generic responsibilities

To meet all teacher standards.

Teaching and Learning responsibilities

1. Focus systematically on teaching and learning

- Establish link between improvements in teaching and learning and high standards in KS3
- Identify development priorities which contribute to the SIP.
- Identify appropriate courses and drive course and curriculum development
- Be responsible for the ordering, distribution, control and maintenance of departmental stock and equipment

2. Base improvement activity on evidence about relative performance

- Use the quality assurance process to identify strengths and weaknesses in performance
- Take responsibility for the maintenance of good order in departmental lessons and to liaise with pastoral and other staff

3. Build collective collaboration and develop leadership

- Collaborate in the production of a clear vision for the direction of the department based on the school's vision and objectives
- Consult and negotiate over responsibilities within the department
- Participate in appropriate subject leader training to improve leadership and management expertise
- Carry out the role of Appraiser for members of your department
- Follow the Quality Assurance guidelines

4. Involve collaboration with other organisations

- Take up opportunities to join networks

5. Create time for staff to work together

- Contribute to in-service and professional learning meetings
- Establish and lead collaborative planning

6. Embed the improvement in the school's systems and practices

- Ensure that the departmental Action Plan delivers the requirements of the School Development Plan and is regularly monitored and reviewed
- Ensure that lines of communication within and outside the department are efficient and effective
- Assist in the management of the reward system that we operate
- To develop and promote extracurricular links and activities

Additional SLE/Trust Responsibilities

To be advised

As a leader in the Laurus Trust you will:

- show unswerving commitment to the shared vision and values
badge on shirt
- demonstrate impeccable standards of competency within areas of expertise.
- focus on learning
- have a sense of urgency for sustainable results
does whatever it takes
- challenge the status quo
eye on the horizon
- strive for autonomy whilst securing accountability
develops agency in others
- focus on team over self
demonstrates self-sacrificial leadership
- commit to continuous improvement for self and others
recognises that better is possible
- build trust through clear communication and expectations
develops commitment to the vision in others

As your sphere of influence grows, so grows your responsibility for stewardship of these guiding principles and qualities.

Person Specification

ATTRIBUTES	ESSENTIAL	DESIRABLE	HOW IDENTIFIED
1. Education and training	<p>Qualified teacher status</p> <p>Good Honours Degree (2:2 or better)</p>	<p>A-Level Media Studies, or equivalent</p> <p>Evidence of further professional study, eg Master's in Education</p>	Application form
2. Relevant Experience	<p>Proven excellence as a classroom teacher evidenced by consistently 'outstanding' lesson observations, outcomes and student voice</p> <p>Successful leadership and management of a team</p>		Application form / interview
3. Knowledge and skills	<p>ICT literate</p> <p>Evidence of setting and assessing clear objectives</p> <p>A record of implementing change programmes to raise standards relating to student progress</p>	<p>Knowledge of formative assessment techniques</p>	Application form / interview /
4. Personal and Professional values	<p>Commitment to developing high quality teaching and learning</p> <p>Commitment to inclusive education and equality of opportunity for all</p> <p>High expectation of pupil behaviour and establishment of a clear framework to promote self-control and independent learning</p> <p>Ability to manage change and to judge when there is need for change</p> <p>High order interpersonal and communication skills and ability to relate to a wide cross section of people</p> <p>A proven record of involvement in whole school issues</p> <p>Evidence of commitment to your own professional development</p> <p>A record of implementing change programmes to raise standards relating to student progress</p>		Application form / interview

The Trust is committed to safeguarding and promoting the welfare of children and expects all staff to share this commitment.



Laurus Trust
Cheadle Hulme High School
Woods Lane, Cheadle Hulme
Cheadle, SK8 7JY

laurustrust.co.uk