

The Roundhill Academy

Job Description: Head of History MPS / UPS + TLR

In addition to the Qualified Teacher Job Description, the following responsibilities apply.

Job Purpose

To provide professional leadership and management for History at The Roundhill Academy. To assist the Head of the Humanities Faculty in ensuring high quality teaching and learning, effective coaching and mentoring and improved standards of attainment and progress in student learning. To implement self-evaluation and to be responsible for the attainment and commitment to learning of students in History.

Strategic Direction

- To be responsible for the leadership and management of History alongside the Head of Faculty
- To assist the Head of Faculty and ensure high quality provision within the Faculty
- To develop and review policy and practice in consultation with all members of the Faculty
- To assist in the creation and implementation of a Faculty Improvement Plan
- To support the Faculty's work on self-evaluation and to facilitate monitoring activities that will accurately inform this
- To deputise for the Head of Faculty in his or her absence
- To help with the overall running of the Faculty by undertaking tasks as requested and directed by the Head of Faculty

Impact upon the educational progress of students

- To lead and manage activities relating to continuous improvement that arise from evaluation of performance data within History and report the outcomes to the Head of Faculty, Line Manager and SLT
- To be responsible for the achievement of all students in History
- To assist in the coordination of intervention across the Faculty to ensure students are making at least expected progress
- To keep up to date with developments in pedagogy and how they can be applied to learning in the Faculty
- To promote and facilitate the progress and well-being of individual students in assigned groups
- To develop appropriate strategies to target the achievement and progress made by High Attainers, Pupil Premium, SEN and EAL students
- To assist in devising a series of enrichment opportunities within the Faculty to enhance the students' experience of the curriculum
- To celebrate and promote success within the Faculty at every opportunity
- To ensure schemes of learning are developed appropriately

Leading, developing and enhancing the teaching practice of others

- To set high expectations for all staff working in the Faculty
- To oversee the implementation of the school's Learning and Teaching Policy and to contribute to this at a Faculty level
- To oversee the implementation of the school's Care and Guidance Policy and to contribute to this at a Faculty level
- To lead inset to colleagues within the Faculty
- To participate in the school's Performance Management Review cycle as a Team Leader
- To support the school's NQT and professional development programme
- To make regular observations of the quality of teaching and learning within the Faculty and to implement strategies for further improvement as a result of these observations
- To quality assure the work of all members of the Faculty
- To maintain and enhance effective relationships to ensure a strong and committed team
- To promote a creative and collaborative working environment
- To support colleagues with behaviour management and to make the connections with behaviour for learning and classroom pedagogy
- To ensure the Faculty adheres to the whole school marking policy
- To encourage and develop the use of ICT within the Faculty
- To have proper and professional regard for the ethos, policies and practices of the school and maintain high standards in their own attendance and punctuality
- To ensure all staff are aware of their responsibilities for safeguarding students who attend The Roundhill Academy

Teaching Commitments

The target teaching load for a Head of History is 19 periods in a 25 period week.