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Dubai English Speaking College

Job Description & Person Specification

Job Title: Head of English

Reports to: Deputy Headteacher

Introduction

The role of Head of English is one of the most prestigious at our College. It is a role that encompasses much more than being a Head of Department. It is a bespoke role for someone whose passion for Literacy will permeate at whole school level. It is a role for someone with highly developed leadership skills and the ability to manage a complex team. It is a role for someone with drive, ambition and creative flair. Ultimately it is a role for someone committed to leaving a legacy.

Person Specification

You are the 'best' teacher in your current department, if not your entire School. The one that your colleagues can rely on for innovative ideas, technological teaching solutions and general expertise. You are a constant presence within your School's CPD programme; leading sessions or learning yourself. SLT recognise your consistency and excellence but understand that your passion for English is what motivates you. Your heart remains firmly in the classroom.

You know how to galvanise a team of complex and diverse characters who, like you, are high achieving and forthright. Coaching and mentoring feature highly on your list of leadership skills but these are blended with dynamism and coercion when necessary. You find your current role restricting and yearn for the freedom to impart your creative and strategic vision on an open-minded and forward-thinking team. You firmly believe that teaching English is the responsibility of all staff and see your role as one much larger than simply affirming outstanding results.

You are a leader rather than a manager. Your ability to complete administration and day to day operations, quickly and precisely, allows you the time to be creative and present. Yes, you can write up minutes, order stock, check marking and analyse data but these are not your *raison d'être*, rather tasks that need to be completed in order to ensure that your team is functioning at a higher level.

You are quick to smile and slow to anger. You find goodness in the hardest of places and genuinely care about your team. People often accuse you of self-deprecation, but you have an inner belief that never waivers. No-one would ever comment on your ego, but everyone comments on your work ethic, drive and relentless pursuit of excellence. Students, staff and parents recognise and respect your brilliance and comment on it profusely.

Your sense of moral purpose makes you feel guilty for even opening this job advert. You are already concerned about how your students will fair without you but, deep down, know that you could be so much more. You want to be the best Director of English in the World and already have some pretty good ideas about how you can make that happen. All you need is the chance.

Team Specification

We are a large, well-educated, articulate, charismatic and high performing team with the most diverse of personalities. On paper we are intimidating. Among us are many former Heads of Department, Pastoral leaders and SLT members. We are the World Debating Champions and have collected countless other accolades over our tenure. We are all incredibly well read, can recite with ease and are among the best practitioners in the College.

However, this is not who we are. Who we are is much simpler. Who we are is what binds us together. Because who we are can most simply be described as 'passionate'. We genuinely love the students and are selfless in our pursuit of excellence for them. Nothing is too much trouble, and no-one is left behind. Despite our obvious differences in style and approach, we already know what works and have built a strategic approach to teaching Literacy that is used College-wide.

We are a Department trusted by all stakeholders with good reason. Staff turnover is low and many of us have been here for a substantial amount of time, with no plans to move on. Why would we? We are incredibly well resourced with the freedom to be creative. Every lesson from 7-13 is meticulously planned with the shared drives buckling under the plethora of handmade resources that each of us continues to lovingly create.

Leadership trust us, accept our maverick ways and know that it is our uniqueness that creates our excellence. Our budget is incredibly generous, and no-one even flinches when we spend it on six-foot inflatable dinosaurs or kindles for our students. We have literally marked our territory, with one whole block dedicated to our cause which includes our library which serves as a hub of artistic flair and love of literature. Our own classrooms are bursting with the latest apple technology, that we use to inspire our students who always thank us for our lessons.

Naturally our examination results at GCSE and A level are remarkable. We value progress over attainment and therefore the latter takes care of itself. Our inclusive intake thrives under our DESC English 'brand' that we have painstakingly policed and protected even as we have grown. Our non-negotiables are sacrosanct and ensure that every student in every class enjoys a world-class experience. We celebrate the achievements of our large cohorts' successes but still grieve over the data of that one student who missed the mark.

All that we are missing is you. Following years of strong leadership, we are seeking something new. We can't afford to plateau and need someone to galvanise us and unlock our final 1%. If you believe you can ignite our passion and channel it positively- apply.

DESC's Director of English will be:

- An experienced or aspiring Leader;
- A solutions focused Thinker;
- A dynamic and charismatic Teacher;
- A life-long and open-minded Learner;
- A diverse and constant Reader;
- A warm-demanding, intuitive Coach;
- A confident and creative Colleague;
- An articulate and fluent Communicator.

DESC's Director of English will be expected:

- To be the best practitioner in this already 'outstanding' department;
- To be an expert in terms of subject knowledge and approaches to Literacy;
- To be respected by the other DESC Heads of Department as a leader and trail blazer;
- To be accountable for the achievement, effectiveness and efficiency of the Department;
- To maintain and improve upon the Department's 'outstanding' examination results;
- To bring a new energy and vision to this high-performing team;
- To lead with purpose, integrity and kindness;
- To communicate with charisma, fluency and prowess;
- To genuinely care about the welfare and attainment of every student studying English;
- To champion the 'Every DESC teacher is a teacher of English' agenda;
- To continue to grow numbers in the Sixth Form for A Level Language and Literature;
- To assist in the interviewing process and probation of staff new to the department;
- To attend management meetings and to meet regularly with the Line Manager;
- To liaise with parents and other agencies as appropriate on matters relevant to English;
- To contribute to reports and Trustee' meetings as necessary;
- To be instrumental in KHDA Inspections;

- To synergise with the Head of Arabic A and the Director of Arabic;
- To work with the Assistant Head Teacher on whole school Literacy;
- To lead Super and Extracurricular Literacy opportunities (Debating, World Scholars, Chevron Cup);
- To be relentless in the pursuit of making DESC English the best department in the world;
- To add that final 1%.

This list is not exhaustive and is designed to provide a framework for areas of development the successful candidate will have responsibility for within the College.