**JOB DESCRIPTION**

**HUB TEACHING AND LEARNING STRATEGIC LEAD**

**RESPONSIBLE TO: Hub Director**

**LINE MANAGEMENT OF: No formal line management, responsible for quality and improvement of teaching and learning across the three schools**

**CONTRACT TERM: Full-time – 2 Year Fixed Term Contract**

**JOB PURPOSE**

The Teaching and Learning Strategic Lead is responsible for developing a vision for high quality teaching & learning shared by all staff and will lead, implement and monitor existing & new strategies which increase the effectiveness of Teaching & Learning across all three Academies in conjunction with the other senior leaders.

Responsible for planning and delivering high quality professional development for all teaching staff, providing clear and regular feedback to individuals about teaching and learning practice and areas for development. Undertake regular monitoring of teaching and learning practice across the schools, offering coaching to all teaching staff throughout the process of the *intent* (planning), *implementation* (delivery) and *impact* (evaluation).

**MAIN DUTIES AND RESPONSIBILITIES:**

* Leading on the continual improvement of the teaching and learning skill of all teaching staff, particularly through observation, review, mentoring, coaching, and modelling
* Lead the strategic planning, monitoring and evaluation of teaching, learning and assessment and improvement plans across the three academies.
* To embed the new Ofsted framework and criteria and ensure all staff are trained and

competent.

* To develop structures for staff to share their own successful practice.
* To review annually all policies on T & L to ensure they are effective.
* Leading on strategies to embed high quality teaching and learning and sustained high

achievement and attainment, utilising research evidence and school-based evaluations.

* Presenting clear evaluations of strategies, interventions and outcomes to different

stakeholders.

* Providing outstanding leadership and management to and of staff.
* Contribute to effective strategic leadership of the school, working closely with the senior

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| * leadership team. * To assist with the setting and monitoring of professional standards in the work of all members of teaching staff. | |
| * To identify staff training requirements and support the production and delivery of a regional training plan. |
| * To promote Performance Management as a means of improving teaching, learning,   leadership & management activity within the Academies. |
| * To guide and advise staff in their training and professional development. |
| * To co-ordinate and quality control the delivery of performance management for teachers. |
| * To implement interventions to support underperforming staff. * Ensure that work is prioritised and resources are allocated in line with the strategic plan. * The post holder will be expected to carry out other such professional tasks commensurate with the duties, responsibilities and level of the post. * Promote and safeguard the welfare of students you come into contact with. * Be aware of and comply with policies and procedures relating to safeguarding, health, safety and security, confidentiality and data protection, reporting all concerns to an appropriate person. * Be aware of and adhere to all of AST’s policies and procedures and comply with their contents; raising any concerns in a timely manner.   **The job description is not intended to be an exhaustive list of all the duties and responsibilities that may be required.** |

**PERSON SPECIFICATION**

**HUB TEACHING AND LEARNING STRATEGIC LEAD**

The person specification outlines the main attributes needed to adequately perform the post specified. It is intended to give prospective candidates a better understanding of the post’s requirements. It will be used as part of the recruitment process in identifying and shortlisting candidates.

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| **Experience/knowledge/qualifications** | **Essential** | **Desirable** |
| QTS plus evidence of continuing professional development | X |  |
| Degree level or equivalent qualification in a relevant area | X |  |
| Experienced teacher and leader with demonstrable experience in leading improvement and quality of teaching and learning. | X |  |
| Demonstrable experience of differing teaching & learning approaches and in giving effective feedback to teachers and in undertaking assessments of the impact on the quality of teaching. | X |  |
| Experience of coaching and mentoring teachers and senior leaders to own the improvement journey | X |  |
| Demonstrable track record and experience of shaping, developing and implementing strategies that improve quality of teaching and learning. | X |  |
| Working knowledge of relevant legislation and Ofsted framework. | X |  |
| Excellent analytical skills with the ability to gather, analyse and present information in order to understand complex issues. You will possess well developed facilitation, negotiation influencing skills across professional disciplines, with stakeholders and at all levels. | X |  |
| Demonstrable ability to think and act strategically, solve problems and make decisions. | X |  |
| Collect and use a rich set of data to understand the strengths and weaknesses  of the quality of teaching and learning across the schools to influence and inform appropriate improvement plans. | X |  |
| Confidence to challenge difficult or sensitive situations and escalate as appropriate | X |  |
| Excellent knowledge of IT systems and fully proficient in the use of MS Word, Excel, PowerPoint, Outlook and e-mail | X |  |
| Accomplished at planning and time management, confident working within restricted timescales, well developed organisational skills | X |  |
| Experience in effective collaboration with external agencies | X |  |
| **Personal qualities and attitudes** | **Essential** | **Desirable** |
| Demonstrates a strong focus on pupils safeguarding and wellbeing at all times | X |  |
| Strategic thinker and excellent leadership qualities | X |  |
| Well organised, methodical and very good attention to detail. Able to produce accurate records and reports as required | X |  |
| Ability to write in a confident, sophisticated, accurate manner, fit for a specific context and circumstances | X |  |
| Excellent communicator able to identify and use appropriate styles and methods, appropriate to the audience | X |  |
| Ability to demonstrate resilience, whilst being responsive, open and honest about challenges | X |  |
| Ability to actively build constructive and open relationships with networks of colleagues, contacts and organisational partners and a collegiate team player | X |  |
| Knowledge, understanding and commitment to equality, diversity and inclusion informed by practical experience and application | X |  |