



# Job Description



<b>JOB TITLE:</b>	<b>CURRICULUM LEADER – Chemistry TLR 2b</b>
<b>REPORTS TO:</b>	Curriculum Leader – Science
<b>1. MAIN PURPOSE OF JOB</b>	
<ul style="list-style-type: none"> <li>▪ To support the Curriculum Leader Science by taking responsibility for the teaching of Chemistry across all key stages including schemes of work, planning, assessment, setting and monitoring of what is taught, student progress and learning, and monitoring of staff teaching in the key stages.</li> <li>▪ To act as a Curriculum Lead (in liaison with Curriculum Leader Science where applicable) and be responsible for leading and developing this area.</li> <li>▪ To deputise for the Curriculum Leader Science in the event of absence.</li> </ul>	
<b>2. CORE RESPONSIBILITIES, TASKS &amp; DUTIES:</b>	
<ul style="list-style-type: none"> <li>▪ To support curriculum development within the whole department with particular emphasis on Chemistry.</li> <li>▪ To develop the quality of learning and teaching in Science.</li> <li>▪ To keep up to date with national developments in the teaching practice and methodology of Chemistry.</li> <li>▪ Line Management responsibilities for a group of staff as agreed with the Curriculum Leader.</li> <li>▪ To actively monitor and respond to curriculum development and initiatives at national and local levels.</li> <li>▪ To liaise with the Curriculum Leader Science to maintain accreditation with the relevant examination and validating bodies.</li> <li>▪ To undertake responsibility for arrangements regarding setting and assessment in KS4 &amp; KS5 Chemistry and the setting, moderation and assessment of course work where applicable.</li> <li>▪ To ensure appropriate standards of teaching, planning, assessment and reporting in Chemistry in KS4/5.</li> <li>▪ To contribute to the school's Annual Performance Management Reviews and to act as reviewer for a group of staff within Chemistry as set out in the "school family tree" for annual performance reviews.</li> <li>▪ To support the Curriculum Leader Science by promoting teamwork and to motivate staff to ensure effective working relations.</li> <li>▪ To participate in the monitoring and evaluation of Chemistry in line with agreed school procedures including evaluation against quality standards and performance criteria.</li> <li>▪ To assist the Curriculum Leader Science to identify resource needs and to contribute to the efficient and effective use of resources.</li> <li>▪ To undertake any other duty as specified by STPCD not mentioned in the above.</li> </ul>	
<p><b>NOTE:</b> Whilst every effort has been made to explain the main duties and responsibilities of the post each individual task undertaken may not be identified. Staff will be expected to comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this job description.</p>	