

JOB DESCRIPTION

TITLE: Teaching & Learning Lead

GRADE: Management spine

RESPONSIBLE TO: Deputy Principal Hackney

PURPOSE OF JOB:

Under the guidance of with the Deputy Principal and Group Director for Teaching, Learning & Development, engage teachers and managers at Hackney Campus to improve teaching, learning & assessment practice in a way that has a positive effect on culture, transforms and embeds good habits & practice.

To devise and deliver programmes of improvement for specific curriculum areas/groups that are relevant to teachers starting points and follow evidence informed approach to staff development.

To provide a fundamental link between curriculum and Teaching, Learning & Development, overseeing, monitoring and reporting on teaching and learning improvement

To teach upto 6 hours per week

Use a range of data such as Learning Walks, student voice, attendance and achievement to inform work and progress of initiatives as well as impact.

To provide data and reporting of TLA development including coaching and Masterclasses & impact for the Group

MAIN TASKS AND RESPONSIBILITIES:

1. In common with all managers:

- 1.1 To support the College's mission, vision, values and strategic objectives.
- 1.2 To implement the College's Equality and Diversity policies and to work actively to overcome discrimination on grounds of all protected characteristics; sex, race, religion/belief, disability, sexual orientation, age, pregnancy/maternity, gender reassignment status, marriage/civil partnership status.

- 1.3 To take responsibility for one's own professional development and participate in relevant internal and external activities.
- 1.4 To implement the College's safeguarding policies and practices.
- 1.5 To implement your health and safety responsibility in line with the College's Health and Safety policy.
- 1.6 To contribute to the College's commitment to continuous improvement as identified in the College's quality assurance systems.
- 1.7 To ensure that data is handled in line with the General Data Protection Regulations.
- 1.8 To be part of the Safeguarding team

2. In common with all other staff:

- 2.1 To participate in college-wide projects and tasks as requested.
- 2.2 To work in other support services areas to meet the specific needs of workload peaks.
- 2.3 Such other duties of a similar nature commensurate with the grade as may be required from time to time. This may/will require working in other campuses of the College.

3. Particular to the Post:

3.1 To work with teams on Supported Experiments in the review slots allocated for Hackney campus

3.2 To support teachers and SCMs in targeting improvements to Teaching and Learning in their curriculum areas through tailored programmes that employ suitable evidence-informed strategies

3.3 To coach & support individual teachers in meeting targets and action points from learning walks securing sustained improvements.

3.4 To support teaching teams in meeting targets and action points from their Quality Improvement Plans through programmes of training.

3.5 To deliver the new starters programme to ensure that new teachers understand the core habits expected as a teacher NCC.

3.7 To contribute to whole staff development days as required

3.8 To provide data and reports of teaching and learning development & impact for Hackney

3.9 To liaise with the two Teaching & Learning Co-ordinators to ensure consistency of all aspects of TLA development and support across the Group.

4. Person Specification:

4.1 DET or PGCE qualified with a minimum of Level 2 skills in English, numeracy and IT

4.2 Further qualifications in education (e.g. MA, QTLS, ATS etc) and coaching/mentoring qualifications highly desirable

4.3 At least 3 years' recent experience in a TLA leadership improvement role with a strong track record of impact

4.4 Excellent current theoretical and practical knowledge of a range of pedagogy including eLearning

4.5 Evidence of excellent teaching, and ability to reflect make and sustain any improvements

4.6 Outstanding interpersonal and intrapersonal skills

4.7 Ability to inspire and work well with teachers in a coaching dialogue that results in sustained improvements

- 4.8 Ability to collaborate well across curriculum teams at all levels by getting groups of teachers on board to work together in teams in projects whilst closely monitoring
- 4.9 Ability to organise, prioritise and schedule work under pressure to meet tight deadlines.
- 4.10 Experience and skill in recognising highly effective TLA and setting high standards with individuals and teams to drive consistency
- 4.11 Flexibility and willingness to work independently and as part of the team and to establish effective working relationships.
- 4.12 An understanding of and commitment to equal opportunities and practical ideas for their implementation through the scope of this post.

Additional Information:

This job description will be regularly reviewed to ensure that it is an active description of the responsibilities and duties of the individual post holder and that these responsibilities and duties consistently match the needs of the College.