



GREYFRIARS
CATHOLIC SCHOOL

**Art, Design and
Technology Subject
Leader**



Art, Design and Technology Subject Leader

Thank you for your interest in the role of Art, Design and Technology Subject Leader at Greyfriars Catholic School, part of The Pope Francis Multi Academy Company (PFMAC) and Archdiocese of Birmingham.

Due to the relocation of our current leader in ADT, we are looking for an inspirational and aspirational individual to join Greyfriars Catholic School and contribute to the life chances of the young people in our school community. This is also an exciting time for the school; new leadership at many levels across the school and a radical change to curriculum provision means we are at a point of positive and significant change. This role will allow genuine scope to be part of something ambitious and improve the opportunities and outcomes of students in our school community.

We know that creative and practical subjects contribute significantly to the school experience for our students. It is important to see the scope and potential that this brings. Currently, we are a small school but we are growing. This role will suit an enthusiastic leader who is committed to developing a culture of high achievement, engagement and aspiration. It is a role that will be instrumental in supporting students to maximise their potential and achievements in every aspect of school life. There is scope to grow with the school and be dynamic in its development and contribution to the direction of the school.

Our vision at Greyfriars is that we are a Catholic School that champions students so they flourish individually and collectively. We champion students through teaching them well and holding them to account when they need guidance and support. Championing students means that we have a school where learning is disruption free with the highest expectations and ambition for students. We know that working hard and being kind helps students feel personally and academically successful. In this role, you would be their champion.

I hope you are excited by the potential this role offers. Please do not hesitate to contact us to seek further information. I will be delighted to personally show you around our wonderful school and discuss this role in more detail.

Yours faithfully

Ms Lyndsey Caldwell

Headteacher

Application Details

We hope you are interested in this exciting opportunity and would like to submit an application form.

To apply for the post of Art, Design and Technology (ADT) Subject Leader please -

- Fully complete the CES application form, ensuring all details are accurate and all declarations are signed. Please ensure you include details of two professional referees with one being your current employer (with email addresses).

For further information, please contact the School Business Manager, Sophie Upellini, s.upellini@gfcs.uk Tel: **01865 749933**

We reserve the right to close this advertisement early if we receive a high volume of suitable applications.

Interview date: TBC

Job start: September 2023

As we are a Catholic school, applicants must complete the CES application form in order to be considered for an interview. There is no requirement to be Catholic in order to be successful at an interview. We are committed to equal opportunities.

To comply with the Asylum and Immigration Act 1998 (as amended by S147 of the Nationality and Immigration and Asylum Act 2002) all prospective employees will be required to supply evidence of eligibility to work in the UK.

Greyfriars Catholic School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. The successful applicant for any position will be required to undertake an enhanced disclosure via the DBS (disclosure and barring system) and appropriate Right to Work clearances and our recruitment and selection practices.

Job Title:	Subject Leader for Art, Design and Technology
Contract	Full Time - Permanent
Reporting To:	AHT Teaching and Learning
TLR	£4783

Roles and Responsibilities for a Subject Leader

In addition to the responsibility of class teacher, as set out in this job description and the School Teachers Pay and Conditions Document, the Subject Leader will also undertake the duties and responsibilities as set out in this job description.

Core Purpose of the Role:

- To provide strategic and operational leadership for art, design and technology across key stages
- To act as the expert regarding content knowledge and most effective strategies and resources for teaching across all key stages
- To support the line manager in the development of teaching and learning across the subject to ensure the highest standards of provision and progress
- To ensure that the subject curriculum is coherently planned, resourced and sequenced to give all students, particularly disadvantaged and those with SEND, the knowledge and cultural capital they need to be successful
- To be a highly effective professional who demonstrates excellent curriculum knowledge and is able to collaborate with and support colleagues to develop pedagogical content knowledge
- To be constantly vigilant to best practice in teaching so the the subject develops and is at the forefront of educational thinking and pedagogical practice
- To work with the Senior Leadership Team to ensure that the quality of education at Greyfriars Catholic School can be judged as consistent and secure in ADT
- To use data to make sharp and effective interventions and modifications to curriculum content and teaching

Core Requirements of the Post:

In the context of Greyfriars, you will, in particular:

- Inspire trust and confidence in students and colleagues
- Lead and manage ADT and build team commitment with colleagues
- Engage and motivate students through participation in varied pathways through excellent classroom practice and knowledge

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- Support non-specialist teachers so student experience remains exemplary
- Ensure that students' make progress in relation to appropriately challenging targets using local, national and international data sets
- Work to secure disciplinary literacy
- Support the school to ensure that the subject curriculum and teaching contributes to a highly effective careers education information and guidance (CEIAG) programme
- Promote excellent behaviour for learning and support staff to facilitate robust and clear behaviour routines
- To ensure that Health and Safety practice is exemplary

Duties and Responsibilities will include:

- Contributing to the identification of clear targets for achievement in the subject and evaluating progress through the use of appropriate assessments and records and regular analysis of performance data
- Monitoring progress and evaluating the effects on learning by working alongside colleagues, analysing work and outcomes
- Contributing towards establishing assessment for learning in the subject and evaluating progress through the use of appropriate assessments and records.
- Evaluating teaching by monitoring teachers' plans and through work analysis, identifying effective practice and areas for improvement, and taking appropriate action to improve the quality of teaching
- Developing plans that identifies clear targets, times-scales and success criteria for the subject development and/or maintenance
- Ensuring that the Senior Leadership Team is well informed about specific policies, plans, priorities and targets for the subject
- Facilitating an ethos within the subjects that encourages staff to work collaboratively, share knowledge and understanding, celebrate achievements and accept responsibility for outcomes
- Ensuring that teachers are aware of the implications of equality of opportunity and diversity of the curriculum which the subject raises
- Designing and enacting plans to support students as they transition into the school if they have an additional language
- Assessing the learning of each student in the subject and involving the child and parents in their future learning needs and ensuring they are regularly and fully informed as a result of assessments.
- Ensuring students are taught within a productive and safe environment within their own subject area.

- Acting as a performance manager reviewer for those teachers or support staff for whom you have a line manager responsibility
- Supporting the direction of the school in leading meetings, contributing to agendas and leading on specific overarching aspects of teaching and learning development
- Provision of effective cover work for the subject/s and proactive support for the cover teacher to deliver effective learning.

Continuing Professional Development

- In conjunction with the line manager, take responsibility for personal development to improve or acquire knowledge and skills appropriate to the post.
- Undertake any necessary professional development taking full advantage of any relevant training and development available

Job Activities General

- To undertake such other duties related to the work of the department appropriate to the post, as may be assigned
- To fulfil personal requirements, where appropriate, with regard to school policies and procedures, health, safety and welfare, emergency, evacuation and security.
- To take responsibility for promoting and safeguarding the welfare of students in the school.
- To work positively and inclusively with colleagues so that the school provides a workplace and delivers services that do not discriminate against people on the grounds of their age, sexuality, religion or belief, race, gender or disabilities
- To work flexibly in the interests of the school - this may include undertaking other duties provided that these are appropriate to the employee's background, skills and abilities, safety and welfare, emergency, evacuation and security

Person Specification

Relevant experience

- Qualified Teacher status and experience teaching the subject
- Ability to present information to a variety of audiences
- Evidence of work with children/young people and involvement with parents
- Relevant knowledge of curricula

Education and training

- Good general standard of education
- Good communication skills written and oral
- QTS and relevant teaching experience

Special knowledge and skills

- Ability or potential to use and interpret data
- Computer literate
- Ability to find solutions to complex problems
- Understanding of issues affecting young people

Interpersonal skills

- Ability to relate to teachers, other professionals, families and students
- Good listening skills
- Ability to work as a member of a team, be solution-focused and work on own initiative

Other

- Ability to relate to and promote the ethos of the school
- Willingness to undertake training as required
- Optimistic outlook that recognises the complexity of working in schools but the joy that is at the centre of such important work

How this is identified

- Application form/supporting statement
- Interview/presentation
- Review of interview tasks
- References

In addition to the Greyfriars Catholic School will commit to:

- Promoting courteous and respectful relationships with students and staff at all times
- Using their influence with other staff and students to promote high standards of behaviour, ambition and order within the school
- Working to maintain the School at the forefront of educational practice
- To support the Catholic ethos of the PFMAC

- To play a full part in the PPMAC's school community, to support its distinctive mission and ethos and to encourage staff and students to follow this example
- To support the MAC in meeting its legal requirements for worship
- To continue professional development as agreed

The purpose of this Job Description is to set out in general terms the management, purpose and responsibilities of a specific job at Greyfriars Catholic School. It is not intended to be a comprehensive listing of every task that a Greyfriars Catholic School employee might be called upon to undertake. Neither is it a legal document, although it may be referred to in Contracts of Employment.

It will be reviewed at least once every two years and it may be subject to modification or amendment at any time after consultation with the holder of the post.

By my signature, I hereby certify that I have reviewed the attached description of my position and agree to perform the duties described therein. I understand that the PFMAC may make modifications, additions, or deletions to this job description at any time, and will notify me of any changes by sending me a revised copy for my review and signature.

Employee Printed Name: _____

Date: _____

Employee Signature: _____



