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| **Rol** | **Grade** | **Location** | **Reports to** |
| CL in Computing and Technology | TLR 2.3 | CHS South | Curriculum Leader |

**Main purpose of the job**

This is a middle management post within the school’s revised structure.

In addition to those professional responsibilities which are common to all classroom teachers in the school, the post holder’s key responsibilities will be for supporting the Curriculum Leader in raising the standards of teaching, learning and student achievement in the subject area for all students attending CHS South.

The post holder will also deputise for the Curriculum Leader when necessary and will take responsibility for areas of departmental work as agreed with the Curriculum Leader and Senior Leader.

**Key relationships**

The post holder is accountable to the Curriculum Leader, a Senior Leader and to the Headteacher.

**Main accountabilities**

The post holder will be expected to match the characteristics described in the Professional Standards for Teachers, as appropriate to his/her career stage, and will be required to exercise his/her professional skills and judgement to carry out, in a collaborative manner, the professional duties set out below:-

**Making an impact on the educational progress of students beyond those directly assigned.**

* To ensure that students experience an educational programme that is personalised to their particular needs, as identified through a robust assessment system
* To take a lead role in the development of effective teaching and learning strategies in the curriculum area in line with school and national policy
* To lead strategic work on interventions to raise student achievement & attainment across the curriculum area, evaluating the impact of such activity on the quality of teaching and learning
* To monitor planning, curriculum coverage and learning outcomes for the curriculum area
* To develop a positive working environment in the curriculum area that supports students’ learning
* To ensure positive behaviour for learning for all students in line with the school’s behaviour management policy
* To ensure that appropriate targets exist for individual students, in the curriculum area, for each of the school’s five year groups and to monitor, review student progress and take appropriate action as necessary
* To ensure all curriculum staff comply with the school’s assessment, recording and reporting procedures

**Leading, developing and enhancing the teaching practice (or work) of others**

* To lead and manage the work of members of the curriculum team together with any assigned technical or support staff alongside the Curriculum Leader
* To be responsible for the performance management of individual staff as named in the school’s performance management schedule
* To provide an effective role model in terms of own classroom practice and keeping abreast of national developments in the teaching of the subject
* To foster a shared vision in the curriculum team which reflects the whole school vision and to enthuse, inspire and motivate all team members
* To monitor the quality of teaching and learning through lesson observations and other strategies, sharing judgements with colleagues as appropriate and implementing strategies to improve teaching where necessary
* To identify key professional development needs, ensuring that such needs are addressed through the provision of high quality coaching, mentoring and curriculum based INSET
* To promote an ethos of teamwork and a culture of sharing, motivating colleagues and ensuring effective professional and working relationships

**Managing and developing the curriculum area**

* To ensure that the aims and objectives of the Department are the subject of regular review and consultation
* To ensure appropriate policies are in place and are adhered to across the curriculum area
* To ensure effective curricular resource management & deployment to maximise student achievement & attainment
* To manage the finance & resources allocated to the curriculum area and provide value for money
* To ensure that appropriate risk assessments are completed and Health & Safety requirements are complied with
* To ensure the environment within the curriculum area is conducive to learning

**Other specific responsibilities**

* To ensure effective liaison and collaboration with peers in other schools to share, disseminate and develop good practice
* To develop effective liaison with parents/carers informally and through formal home/school communications procedures
* To play an active part in the curriculum area’s contribution to the school’s ongoing self evaluation process
* To make a substantial contribution to the production, implementation and review of the School Development Plan and contributing, where appropriate, to school improvement priorities across the curriculum
* To collaborate with other curriculum areas to raise attainment through developing overlapping themes and cross curricular learning opportunities
* To promote the provision of a range of enrichment activities and extra curricular activities across the curriculum area
* To carry out any other reasonable duties as assigned by the Headteacher

**People management**

* Full line management of a team including recruitment, probationary period management, performance management, absence management and staff development.

**All employees in the Trust are expected to:**

* Support the vision, values and objectives of the Trust and demonstrate a collaborative, team working approach to school and Trust improvement
* Take appropriate responsibility and action for safeguarding, be aware of confidential issues and maintain as appropriate
* Promote and act in accordance with the Code of Conduct and key policies including the Trust’s Health and Safety Policy, Equality Policy and Data Protection Policy
* Effectively represent the Trust when liaising with contractors and outside agencies/organisations Demonstrate tact and diplomacy in all interpersonal relationships with the public, pupils, parents and colleagues
* Demonstrate a commitment to continuous professional development
* Carry out duties other than those listed in the job description at an appropriate level, where the post holder has appropriate qualifications and has received appropriate training

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| **Person Specification** | **Essential / Desirable** | **Assessment stage** |
| **Qualifications** | | |
| Qualified Teacher Status | Essential | Application |
| A degree of equivalent qualification | Essential | Application |
| A willingness to participate in CPD activities | Essential | Application/Interview |
| Experience of working with young people | Essential | Application |
| **Knowledge and Experience** | | |
| Thorough subject knowledge and understanding of current curriculum developments | Essential | Application/Interview/Selection Activities |
| To show understanding of and willingness to adopt effective Teaching, Learning and Assessment strategies | Desirable | Interview |
| To show understanding of the urban educational setting | Essential | Application/Interview |
| To be a caring and committed professional who has the highest expectations of all students | Desirable | Interview |
| **Behaviours and Values** | | |
| To be a good classroom practitioner | Essential | Selection Activities |
| To be able to plan and develop appropriate learning activities | Desirable | Application/Interview |
| Good communication skills with the ability to develop effective relationships | Essential | Application/Interview/Selection Activities |
| To be able to plan and organise themselves effectively | Essential | Selection Activities |
| Good ICT Skills | Desirable | Application/Selection Activities |
| The ability to enthuse, inspire and motivate students | Essential | Interview/Selection Activities |
| To self-evaluate and set targets for development | Essential | Application/Interview |
| A willingness to be involved in the wider life of the school, including extra curricular activities | Essential | Application/Interview |