Guru Nanak Sikh Multi Academy Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment

Job Description

Subject Lead of Computer Science

Line Manager: Assistant Principal

Job Description

To take a lead role in the further development of the subject discipline of Computer Science to ensure that there is curriculum that helps our students to be tolerant members of the wider community through understanding how Computer Science links us together.

To oversee the work of all teachers who deliver the curriculum at KS3/KS4 and KS5 as well as looking to support those with the aspiration to study the subject at HE level. To develop other teachers within the team in order to meet their aspirations as teachers and to quality assure their work. To work in collaboration with the teachers in the Computer Science team and other staff across the MAT to support the school vision and ensure high standards are achieved.

To make a significant contribution and commitment to the vision and direction of Guru Nanak Multi Academy Trust where innovation and inspirational learning for all is the core value

Main responsibilities and Strategic Direction

Strategic direction
- To develop a clear vision and strategic direction for the development and impact of Computer Science within both the life of the school and the lives of our students.
- Overseeing the curriculum to present the Big Picture to students, staff and parents of the subject discipline with regards the knowledge and skills on offer
- To remain up to date with the wider Computer Science community and the dynamic landscape of the curriculum thinking to ensure that the curriculum is one that keeps the students at the centre
- To continue the development of the teachers in the team so that they may improve their own curricular thinking and critically review the offer from Computer Science
- Forge greater links with both GNSA MAT primaries to ensure an all through Computer Science Vision and shared outcome pathway.
- To ensure the department handbook is kept up to date and reviewed annually as the playbook for the department and those staff supporting Computer Science through the Academy.

Teaching & Learning
- To take the lead on the overseeing of the resources on offer to the team
- Quality assuring the work that is carried out by members of the team to maintain the high standards that are required to succeed in the meeting the department vision
- To target department time in order to support the continued development of the team with regards to teaching methods and strategies
- Supporting the work of new teachers to the team and ensuring that they are able to access

the training needed for them to succeed in their role
- Lead on the coordination of assessment and to embed time for standardization and moderation of assessed work
- Monitor and assess the progress made within Computer Science across the Academy.
- To be the bridge between the department and other areas of the school so that the work of the team goes on to support their work
- Ensure that Academy policies and practices are implemented consistently including assessment, reporting and recording, equal opportunities and differentiation and behaviour.
- Communicate with parents/carers when required and appropriate to discuss the progress of individual students

Resource management
- Review the timetable requirements identifying staff strengths when organizing groups
- Oversee the department budget with the a view to providing the best possible conditions for the students to be able to achieve their aims
- To be responsible for the oversight of the classrooms used by the team so that they are maintained to a high standard befitting of the environment we wish to see at GNSA
- Ensure that learning boards are maintained and rooms are designed with a focus on supporting the students learning

Staff and student wellbeing
- To have a focus on the wellbeing of staff and students within the Computer Science team
- Review regularly how Computer Science is supporting our students' development and understanding of the 'self' in order to be able to care for themselves.
- For Computer Science to present a space for students to further their understanding of the role of the individual, democracy, rule of law and the community

Support for the Academy

- To be aware of and comply with policies and procedures relating to child protection, health and safety, security and confidentiality, reporting all concerns to the appropriate person
- To recognise own strengths and areas of specialist expertise and use these to advise and support others
- To support the Academy's mission statement, vision and strategic objectives
- Raise with other schools and agencies to promote a multi- professional approach to the education of pupils within the Academy
- To be responsible for promoting and safeguarding the welfare of children and young persons that the post holder is responsible for or comes into contact with.

General
- To undertake any other duties commensurate with the post as may be required by your line manager or the Principal.

Equal Opportunities
- The member of staff will at all times carry out the duties and responsibilities of the post with due regard to the Academy's equal opportunities policies.

Health & Safety
- In addition to the specific responsibilities of this post, every member of staff at Guru Nanak Multi Academy Trust will commit to:
- Ensuring that the Academy's policies and procedures, in relation to the role, on health and safety are met
- Taking responsibility for all risk assessments and establish and manage a proactive Health and Safety Service throughout the Academy, in relation to the role.

This job description sets out the duties of the post at the time it was drawn up. The post holder may be required from time to time to undertake other duties within the Academy as may be reasonable expected, without changing the general character of the duties or the level of responsibility entailed.

Person Specification

Subject Lead of Computer Science

1. Knowledge and Experience	Essential	Desirable
Qualified Teacher Status.	✓	
Qualified to teach in the UK	✓	
Qualified to work in the UK	✓	
Appropriate experience as a teacher of Computer Science in a secondary school for at least 2 years.	✓	
Evidence of continuing professional development.	✓	
Experience in delivering GCSE qualifications.	✓	
Knowledge of the requirements of the National Curriculum	✓	
Ability to raise standard of attainment with ICT and across the curriculum by students' applied use of ICT.	✓	
Ability to use assessment to raise standards of achievement.	✓	
Providing effectively for the individual needs of all pupils i.e. classroom organization and learning strategies	✓	
2. Skills & Knowledge	**Essential**	**Desirable**
Ability to communicate effectively with different audiences, orally and in writing	✓	
Knowledge of current educational curricular issues relating to Computer Science	✓	
The capacity to inspire and motivate others – both adults and students.	✓	
Ability to use ICT both as a teaching tool and for administrative purposes.	✓	
Develop good relationships with pupils, parents, staff, governors and the community	✓	
Create a positive, challenging and effective learning environment	✓	
The capacity to inspire and motivate others – both adults and students	✓	
Demonstrable experience of improving student outcomes	✓	
Experience of having made a significant contribution to the success of an school through its student outcomes and ethos		✓
Understanding of innovative approaches to teaching and learning	✓	
Understanding of the National Curriculum and OFSTED Framework	✓	
Demonstrable experience of high quality teaching and learning	✓	
Experience as a form tutor and/or pastoral work		✓
Positive effective strategies for behaviour management	✓	
Experience of optimising the attainment and progress of students	✓	
Ability to use data and ICT effectively to assess performance and raise achievement	✓	
Ability to work collaboratively, leading to the achievement of department aims	✓	

3. Personal Qualities	Essential	Desirable
Belief in the vision of the School	✓	
Positive personality and a positive outlook that searches solutions rather than pointing out problems	✓	
Enthusiasm, determination and an insistence on high standards	✓	
A sense of humour	✓	
Excellent attendance and punctuality.	✓	
Willingness to learn new skills and approaches and to share the experience with others.	✓	
Belief in the value of individuals	✓	