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**Job description: Subject Leader in Art**

The Leader in Art’s principal responsibility is to ensure that the ambitions of St. Anne’s RC High School for high quality teaching and learning in Art lead to high levels of achievement for all pupils and are shared and pursued by all those who learn, teach or support the subject and across the school

**TLR 2a £2731**

**Responsible to:** Head teacher and SLT link

**Responsible for:** Art curriculum area

**Main responsibilities:**

* To proactively plan, support and intervene to ensure the highest standards of teaching of Art are maintained
* To ensure that the team of Art department staff enable all students to achieve at the highest possible level
* To be responsible for the leadership, management, performance and development of the department
* To be accountable for the performance of the department to the Headteacher and the Governing Body of the school

**What this means**

1. **Contributing to whole school improvement**
2. Lead by example and support the school’s Catholic ethos.
3. Advise the Headteacher and SLT on developments and issues with regard to the whole school system for Art, and provide suggestions and solutions as appropriate.
4. **Organising the department**
5. Lead and promote high expectations in student achievement, ensuring that effective strategies and policies are consistently in place across the department so that the tracking of student progress and proactive intervention enables each student to achieve their best.
6. Establish agreement across the department about what is taught, when and how it is best taught to maximise pupils’ progress.
7. Co-ordinate the development and publication of departmental schemes of work covering content and progression from years 7 to 11 to departmental colleagues, the departmental line manager on SLT, governors, parents and pupils (on demand)
8. Ensure schemes of work
   1. focus on both the ‘what’ and the ‘how’ of teaching and learning
   2. are strategically planned and integral to departmental life
9. Monitor the implementation of the departmental schemes of work and other school policies e.g. teaching and learning, assessment and behaviour for learning.
10. Evaluate the impact of departmental policies and schemes of work on the learning and attainment of pupils.
11. **Working with and supporting others**
12. Work constructively and collaboratively with colleagues including other heads of department, and members of the senior leadership team.
13. Work with colleagues to ensure they are able to organise the work of any other adults in the classroom (e.g. learning support) to best effect in supporting the learning of pupils.
14. Ensure that quality work is left to support staff covering absent colleagues to enable continuity for pupils.
15. Lead and organise a planned and progressive approach to reviewing current practices, trialling and refining improvements, and updating the scheme of work accordingly.
16. Develop and lead improvement activities for colleagues involved in delivering Art.
17. Conduct performance and line-management meeting with departmental colleagues as indicated in the whole school performance and line-management policies and structures.
18. Support and promote the continuing personal and professional development (CPD) of departmental colleagues and all who contribute to the teaching of Art in the school.
19. Work constructively and collaboratively with senior leaders, other middle leaders and teachers of core subjects to maximise pupil attainment and progress across all core subjects.
20. **Leading departmental improvement**
21. Monitor the work of the department to produce an annual report to governors.
22. Evaluate the work and effectiveness of your team in raising student achievement through regular monitoring, frequent feedback and open channels of communication to ensure a tangible, positive impact on teaching and learning.
23. Lead department colleagues, through consultation, in the writing of an annual Department Improvement Plan (DIP), which reflects departmental priorities, developed and agreed with senior leaders in response to departmental and whole school monitoring and evaluation.
24. Monitor and review progress in relation to this plan, amending where agreed, as the year progresses.
25. Contribute, through the work of the Art Department, to the whole school development plan and targets.
26. Ensure that the staff in your teams are aware of whole school and Departmental aims, principles, targets and inclusion strategies, and that they are developed in each classroom with the students.
27. **Managing the learning environment**
28. Oversee the department area (classroom, office and corridors) ensuring that the environment promotes effective learning for all and is a stimulating place to work. Inform the School Business Manager of any repairs or improvements necessary.
29. Manage the department resources, support staff, and budget in accordance with school policy and in consultation with your team.
30. Ensure the smooth running of the department on a day to day basis, including the effective deployment of staff and resources and the operation of school policies and appropriate health and safety requirements and practices.

*Whilst every effort has been made to explain the main responsibilities and duties of the post, each individual task to be undertaken will not be identified. Employees will be expected to comply with the national standards for teachers and any reasonable request from a manager to undertake work of a similar level that is not specified in this job description. The job description is current to the date shown but, in consultation with you, it may be changed by the Headteacher to reflect or anticipate changes in the job commensurate with the grade and job title.*