**Job description**

**Second in Science**

**Christ the King Catholic Voluntary Academy**

**Job purpose**

The post holder will be accountable to the Executive Headteacher and Head of school and will carry out the following professional duties in accordance with the Academy’s policies and procedures under the direction of the Academy’s Head of school.

**Generic responsibilities**

* Be a leading teacher in the Academy in terms of lesson quality and student attainment.
* Participate in the induction and mentoring of newly qualified teachers and students taking part in initial teacher training.
* To work with individual teachers modelling and leading improvement of teaching skills.
* Observing lessons and advising colleagues on classroom organisation, lesson planning and teaching methods.
* Leading professional learning groups and supporting professional development through mentoring and coaching of teachers.
* Support the development and use of school assessment data to improve the quality of teaching and learning in your subject area.

**Specific responsibilities**

**Leadership and Management Responsibility**

* Ensure that all assessments across Science support learning and enable students to make appropriate progress
* Support the Director of Learning in ensuring that all staff use assessments to support pupil progress
* Support the development of work within Science helping to raising the level of attainment in Science in accordance with Academy targets and expectations.
* Using performance data, work alongside the Director of Learning to monitor and Identify under achieving pupils
* Address underachievement through contributing to the Academy strategy as well as developing and implementing department strategies and approaches.
* Fulfil a strategic leadership role as part of the Academy middle leadership group, contributing to the Academy and its policies.
* Support the Director of Learning as requested in order to improve student progress

**Teaching Responsibilities and Pupil Progress**

* Teach Science across all age groups.
* To lead a tutor group.
* Ensure pupil’s progression is adequately monitored and achievements maximised.
* To efficiently address gaps in attainment of underachieving students.
* To identify clear teaching objectives and specify how they will be taught and assessed.
* Set appropriate and demanding expectations of students to ensure that pupils can maximise their progress
* Set clear targets building on prior attainment.
* Assess how well learning objectives have been achieved and use them to improve specific aspects of teaching.
* Mark and monitor pupils’ work in accordance with the Academy Assessment, Recording and Reporting Policy.
* Assess and record pupils’ progress, systematically keeping accurate records to check students understanding. Use information to monitor strengths and weaknesses, inform planning and recognise the level at which the pupil is achieving.

**Whole academy responsibilities**

* Be a positive influence on the climate and culture of the Academy and demonstrate a positive professional attitude at all times.
* Support the Catholic ethos of the Academy.
* Be aware of and comply with policies and procedures relating to safeguarding, equality, health, safety and security, confidentiality and data protection, copyright etc. reporting all concerns to line manager.
* Attend and participate in team meetings, pupil progress meetings, open evenings and pupil performances.
* Be aware of, and support, difference and ensure equal opportunities for all.
* Contribute to the Mission statement and aims of the Academy.
* Appreciate and support the role of other professionals.
* Attend and participate in relevant meetings as required.
* Participate in training and other learning activities and performance development as required.
* Recognise own strengths and areas of expertise and use these to advise and support others.
* The Academy is committed to safeguarding and promoting the welfare of children and young people and we expect all staff to share this commitment.

*This job description contains the main accountabilities relating to this post and does not describe in detail all the tasks required to carry them out. All staff are expected to be flexible to ensure the most effective organisation and delivery of services.*

*The duties and responsibilities of the post will evolve to meet changes in financial regulations, statutory requirements or the natural development of the Academy and/or Trust. Such changes are, therefore, a normal part of the post and the post holder must be prepared to undertake any other duties commensurate with the general level of responsibility of the post which may be determined from time to time subject to the proviso that any permanent, substantial changes shall be incorporated into the job description and evaluated as such.*