



## Deputy Director of Learning - Head of Music

**Line Management:** Reporting to: Director of Learning for Creative/SLT Link.

Responsible for: teaching staff and specified staff within the faculty.

**Salary:** Leadership Points L3-7

### Vision

All staff at the Academy are employed to support and promote our key aim: *To enable the children who join us to leave as happy, healthy, well-adjusted young adults, who are well-prepared to take the next steps in their education and careers.*

All staff are required to support, model and, where appropriate, teach or promote, the Trust's core values:

- Anyone can excel
- Enjoy the challenge
- Share what is best
- Be inclusive

All staff have a statutory responsibility for the safeguarding of children and the promotion of their welfare. This means that at all times, staff must consider what is in the best interests of our children and young people. In order to fulfil this responsibility effectively, all staff are required to:

- Ensure that they are aware of the Academy policy and procedures for child protection and safeguarding.
- To become aware, by attendance at relevant training, of the signs and symptoms of abuse.
- To attend annual refresher training as required and to have completed the online Level 2 Safeguarding and Prevent training.
- To report all causes for concern to the Designated Safeguarding Lead
- To ensure the safety of all pupils in the school learning environment both indoor and outdoor.
- To carry out or contribute to risk assessments as required.

All staff are required to adhere to the spirit and letter of the Academy's Equality Policy, to respect all aspects of diversity, to ensure no conscious discrimination and to challenge potential unconscious discrimination on the grounds of any protected characteristics.

All staff are required to maintain an up-to-date knowledge and understanding of all Health and Safety policies and/or legislation relevant to their role, and to notify their line manager in writing if they require additional training or support.

All staff are required to undertake any reasonable duties or roles at the request of the Principal.

## **Job Description**

### **1. Personal Attributes and Competencies**

The post holder will:

- Combine the characteristics of a good communicator, and negotiator. They must be able to provide clear leadership and decision making but also work effectively as a team member and to be credible to colleagues and partners through the quality of their personal performance.
- Be self-motivating and creative in solving problems and will motivate others to change and improve practice and process.
- Be a highly effective practitioner, and ambassador for work throughout the Academy. Be credible to colleagues and partner agencies as part of the Academy's middle leadership team.
- Have a current and effective knowledge of the attributes of high quality learning and teaching and how it is improved. Understand the effective use of data to improve pupil outcomes and the value of monitoring and performance management in the maintenance of high standards and improvement of the area. Be able to ensure that the faculty complies with all relevant statutory requirements and standing orders of the Governing Body.
- Have the ability to express observations, ideas and precise judgements, both orally and in writing, lucidly and in a positive and strategic manner. Develop and maintain a culture of self-review and improvement. Be able to effectively analyse current practice in, raising precise questions for individuals within the faculty team. Implement, support and suggest strategies for more effective working and improvement.
- Have the ability to work in a self-motivated manner but collaboratively with colleagues and partner agencies.

### **2. Purpose of Role**

- To assist the lead on every aspect of Teaching and Learning across the faculty with a focus on achievement.
- Assist in ensuring the provision of an appropriately broad, balanced, relevant and differentiated curriculum for students studying in the faculty, in accordance with the Academy's aims and curricular policies.
- Promote positive behaviour for learning within the faculty.
- The ability and passion to deliver a range of music after school and enrichment opportunities for students is essential to this role, involving and growing the current small groups and ensembles.

- To raise standards of student attainment and achievement within the faculty and to monitor and support student progress. Be accountable for examination results, student progress and development within the faculty.
- To assist the lead on developing and enhancing the teaching practice of others.
- To help manage and deploy teaching/support staff, financial and physical resources within the faculty.
- Undertake an appropriate programme of teaching in accordance with the duties of a teacher as laid out in the relevant paragraphs of the National Teachers Standards and any subsequent amendments.
- To actively monitor student data to enable staff to:
  - Track student overall attainment and achievement in line with Academy policy.
  - Evaluate the quality and appropriateness of students' individual learning pathways and intervention plans.
  - Identify when intervention is necessary; e.g. when underachievement is identified, additional challenges are required and/or links needed to outside agencies.
- To implement Academy policies and procedures.
- To work with colleagues to formulate aims, objectives and faculty/subject development plans which will enable all students, regardless of background, to achieve their best in courses highly suited to their learning strengths and future pathways.
- To keep up to date with national developments in the subject area and teaching practice and methodology.
- To continue professional development as agreed with line manager/performance manager.
- To make appropriate arrangements for classes when staff are absent, ensuring appropriate cover within the faculty liaising with the Cover Manager/relevant staff to secure appropriate cover within the faculty.
- To promote teamwork and to motivate staff to ensure effective working relations.
- To support the day-to-day management of staff within the faculty and act as a positive role model.
- To establish common standards of practice and develop the effectiveness of teaching and learning styles within the faculty.
- To assist with implementing Academy quality assurance procedures and to ensure adherence to those within the faculty.
- To ensure that all members of the faculty are secure with its aims and objectives.
- To ensure that there is effective communication/consultation as appropriate with the parents of students.
- Liaise with the pastoral team in order to ensure excellent standards of behaviour for learning within the faculty.
- Oversee the trips and visits proposed within the area and making sure that they are part of the overall development plan, so trips are planned as part of the student experience.
- To follow Academy procedures related to communication with stakeholders.
- To assist in the management of the available resources of space, staff, money and equipment efficiently within the limits, guidelines and procedures laid down; including deploying the department budget, requisitioning, organising and maintaining equipment and stock, and keeping appropriate records in line with academy policy and procedure.

- To be a member of the Middle Leadership Team and other staff teams as appropriate.
- Ensure that clear lines of accountability and line management are adhered to.
- To be included in leadership duty rotas.
- To promote teamwork and motivate staff to ensure effective working relations.
- To lead Quality Assurance, monitoring and self-evaluation procedures for Music and report to the Principal and SLT when required.

## **PERSON SPECIFICATION**

<b>Qualifications</b>	<p><b>Essential</b></p> <ul style="list-style-type: none"> <li>• Qualified teacher status and degree</li> <li>• Ability to teach to GCSE and A-Level</li> <li>• Experience of team leadership</li> </ul> <p><b>Desirable</b></p> <ul style="list-style-type: none"> <li>• Evidence of Continuing Professional Development.</li> </ul>
<b>Experience</b>	<p><b>Essential</b></p> <ul style="list-style-type: none"> <li>• Recent experience of teaching KS4 and KS5 including GCSE and A Level</li> <li>• Experience of improving the quality of teaching and learning in at least one curriculum area</li> <li>• Experience of working with external providers to enhance curriculum delivery for students</li> <li>• Experience of writing schemes of learning</li> <li>• Experience of working on cross-curricular projects or events</li> <li>• Experience of effective deployment of staff or resources</li> <li>• Proven track record of outstanding teaching and excellent results</li> </ul> <p><b>Desirable</b></p> <ul style="list-style-type: none"> <li>• Experience of introducing a new initiative or of managing change</li> </ul>
<b>Knowledge and Understanding</b>	<p><b>Essential</b></p> <ul style="list-style-type: none"> <li>• Thorough subject knowledge and an understanding of National Education issues</li> <li>• Understanding of effective research based teaching and learning strategies</li> <li>• Understanding of how to track student achievement using data and of intervention strategies to raise attainment</li> <li>• Understanding of behaviour management strategies</li> <li>• Recognition of the importance of performance management of staff in the improvement of the standards achieved</li> </ul> <p><b>Desirable</b></p> <ul style="list-style-type: none"> <li>• School Improvement Planning</li> <li>• Monitoring, evaluation and review processes</li> </ul>
<b>Skills and Disposition</b>	<p><b>Essential</b></p> <ul style="list-style-type: none"> <li>• Vision to develop faculty within the Academy</li> </ul>

	<ul style="list-style-type: none"> <li>• Ability to motivate, lead and support staff and students</li> <li>• Excellent communication and inter-personal skills</li> <li>• Personal organisation and time management skills</li> </ul>
<b>Personal Qualities</b>	<b>Essential</b> <ul style="list-style-type: none"> <li>• Dynamic with innovative ideas and a passion for teaching and learning</li> <li>• Energetic with a commitment to extra-curricular activities involving students in concerts, bands, choirs and musical events</li> <li>• A commitment to raising the aspirations of the whole school community</li> <li>• Sense of humour and resilience</li> <li>• A passion and enthusiasm for developing all types of music in the academy</li> </ul>