

Bishop Stopford School

faith | justice | responsibility | truth | compassion

Job description – Head of Drama

Main Purposes	To provide professional leadership of Drama through securing high quality teaching, the effective use of resources and a constant focus on achieving the highest standards in achievement; to contribute to the personal development of students through extra-curricular drama activities.
Responsible to	Head of Faculty
Responsible for	Colleagues (Teaching and Associate) within the subject area.

Key areas	Routine tasks
1 Leading the strategic direction of Drama	<ul style="list-style-type: none">▪ Creating a climate of mutual respect and shared understanding between Drama and the rest of the school▪ Interpreting local and national developments in Drama and steering innovation for the benefit of students.▪ Making a positive contribution to the management priorities of the whole school as a member of LDT (Leadership Development Training group)▪ Ensuring that data analysis is highly effective and responsive, enabling students to make good progress
2 Developing the quality of teaching and learning within the subject area	<ul style="list-style-type: none">▪ Managing curriculum plans which deliver coherence, continuity, key skills and spiritual/moral/social/cultural and academic development for students▪ Monitoring the quality of learning within Drama, promoting the development of new approaches and the raising of academic standards▪ Establishing policies for assessment appropriate to target setting, supporting future learning and reporting to parents
3 Leading the support, challenge and development of staff in Drama	<ul style="list-style-type: none">▪ Enabling staff to form constructive professional relationships with students and each other▪ Encouraging reflection among staff in Drama and further professional development by means of Performance Management▪ Providing expertise and training to staff, including ITT and NQT

- 4 Managing the efficient deployment of resources (including capitation and staff) within the subject area**
 - Planning and allocating budgetary resources according to whole school objectives, subject plans and value for money
 - Ensuring that there is a safe, effective and stimulating environment conducive to learning in Drama
 - Co-ordinating the maintenance and search for learning resources within and beyond Drama (including ICT)
- 5 Contributing to the wider curriculum**
 - Constructing and leading the Drama enrichment programme
- 6 Personal Development**
 - Willing to increase knowledge and skills and to reflect continually on practice and improve
- 7 Other**
 - Any other duties as delegated by the Headteacher

The Academy is committed to safeguarding and promoting the welfare of students. All staff and volunteers must abide by the Academy's Safeguarding policies, and to recognise that safeguarding is *everyone's* responsibility.

February 2020