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| **UXBRIDGE HIGH SCHOOL JOB DESCRIPTION:**  **CURRICULUM LEADER – ART AND DESIGN** | | |
| **Responsible to:** | | Leadership Team Line Manager, Principal |
| **Grade:** | | TLR 2B |
| **Overview of Curriculum Leader role expectations** | | |
| In this role you will take overall responsibility for the leadership, management and co-ordination of all the work within the Art and Design curriculum area. | | |
| **Responsibilities and Tasks.** | | |
| As Curriculum Leader, in addition to carrying out the professional duties specified in the Teachers’ Pay and Conditions Document, he/she will be responsible to the Principal and Leadership Line Manager for the following specific areas: | | |
| 1. | Curriculum Development:   * To lead and involve all curriculum area staff in the development planning for their area. * To manage all aspects of the curriculum within the Curriculum Area to maximise student progress. | |
| 2. | Raising Student Achievement:   * To have overall responsibility for the assessment, recording and reporting within the curriculum area. * To promote a purposeful, disciplined and thriving learning environment within the Curriculum Area which aims to raise student expectations and self-esteem. | |
| 3. | Staff Development   * To manage the development of staff in accordance with whole school, Curriculum Area and individual needs. | |
| 4. | Other Management Roles   * To represent their area through the school’s consultative structure and to consult with the Principal / Leadership Team line manager on matters concerning their Curriculum Area. * To manage effectively and efficiently all resources within the Curriculum Area. * To represent their Curriculum Area as necessary within the school and at meetings with governors, parents, inspectors, feeder schools, other secondary schools, etc. * To co-ordinate, promote and be involved in extra-curricular activities. | |
| In addition the role includes a teaching load.  Adherence to all safeguarding policies and procedures in place at Uxbridge High School. | | |
| Name of Post Holder: Signature:  Date: | | |