

JOB DESCRIPTION

POST: Subject Lead – Computing, Media, Business

RESPONSIBLE TO: Head of Computing

LEVEL: TLR 2a

CORE PURPOSE: To lead, develop and manage the delivery of areas of Computing, Media & Business at Key Stage 3, 4 and 5 within the Academy in order to secure high quality learning and teaching and improved achievement and attainment for all students.

JOB DESCRIPTION: The duties outlined in this job description are in addition to those covered by the latest 'School Teachers Pay and Conditions' document. The job description will be reviewed regularly to reflect or anticipate changes on the job, commensurate with the salary and areas of responsibility

The post holder will:

- Help to deliver the Sponsors' vision and translate into practice
- Ensure that all the Academy policies are implemented
- Foster a learning culture with high expectations in a safe and secure learning environment
- Be responsible for the self-evaluation of their subject and produce and lead on the subject development plan taking responsibility for all aspects within it

SPECIFIC RESPONSIBILITIES

Strategic Direction

- To deliver their vision for the subject and ensure all teachers within their subject buy into it
- To lead on standards and student outcomes within Computing/Media/Business
- To develop and sustain high quality teaching and learning throughout Computing/Media/Business
- To work with the Head of Computing to create the curriculum *Intent* for Computing/Media/Business, working with the team to ensure effective *Implementation* which produces clear *Impact*. This role will ensure the intent is appropriate for the qualifications offered.
- To ensure that the curriculum offering within Computing/Media/Business meets the needs of the students
- To lead on Computing/Media/Business, keeping up to date with new and relevant information
- To ensure a programme of effective vocational and enrichment opportunities are available for all students studying these qualifications.
- To lead good pedagogy practice within Computing/Media/Business and sharing where appropriate with other subject areas and KS3.
- To work with the Head of Computing to develop and support staff within the KS4/5 subject to ensure they are effective in the classroom

Teaching and Learning

- To monitor standards of achievement through regular monitoring, review and evaluation
- To ensure that students in Technology are set challenging targets and that they are shared with students and reviewed on a regular basis
- To ensure that the quality of lesson plans, the use of assessment and homework set are of the highest quality in Technology qualifications.
- To develop positive approaches to teaching and learning so that students have every opportunity to become confident and positive learners, enthusiastic about their own progress and place in society
- To support colleagues within Computing/Media/Business so that appropriate standards of behaviour are established and maintained

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- To develop, implement, monitor and review schemes of work regularly to ensure that they are up to date and consistent with the Academy's framework
- To develop the delivery of Computing/Media/Business qualifications
- To develop, implement, monitor and review the use of new technologies within Computing/Media/Business
- To ensure that all aspects of the student achievements in Computing/Media/Business are monitored and evaluated and this information is used to inform priorities and targets for improvement
- To monitor the progress of all students and classes in Computing/Media/Business – including those able and talented, with special educational needs and liaise with the staff to ensure the right support is put in place
- To analyse student data and work with staff within the subject to ensure students achieve their potential
- With the Heads of Year, identify students who are underachieving and where necessary create and implement effective plans to support those students.

Management of the Academy

- To undertake any professional duties delegated by the Principal
- To apply best value for money principles to secure resources for Computing/Media/Business and ensure they manage the budget effectively
- To seek extra funding to support the development within Computing/Media/Business
- To ensure that the accommodation provides a positive and safe environment which promotes well being and high achievement for all in the Academy
- To use every opportunity to create a positive and memorable learning environment within Computing/Media/Business
- To support the Senior Team in any performance management needs within their subject area

Community and Partnerships

- to work closely and in partnership with the Senior Leadership Team to ensure the successful ongoing development of the Academy
- Seek curriculum links with businesses, HE/FE, other schools particularly to promote the Academy specialisms

Developing Self and Working with Others

- to assist in the appointment of staff following the Safer Recruitment Policy
- to support the induction of new staff within Computing/Media/Business
- to create and maintain good working relationships among all members of the Academy community
- to promote appropriate personal and professional development of all staff in the within KS4/5 Technology, providing an example through their own development
- to work with the SENCO to ensure that Individual Education Plans, behaviour and other contracts are implemented to match students' needs within Computing/Media/Business

VARIATION IN THE ROLE

Given the dynamic nature of the role and structure of Consett Academy, it must be accepted that as the Academy's work develops and changes, there will be a need for adjustments to the role and responsibilities of the post. The duties specified above are therefore not to be regarded as either exclusive or exhaustive. They may change from time to time commensurate with the grading level of the post and following consultation with the post holder.

EQUALITY AND DIVERSITY

The Academy is committed to equality and diversity for all members of society and will take action to discharge this responsibility, but many of the actions will rely on individual staff members embracing their responsibilities with commitment, and ensuring a positive and collaborative approach to Equality and Diversity. This will require staff to support the Academy's initiatives on Equality and Diversity by development and training designed to enhance practices and the experiences of staff, students and visitors to the Academy and wider Trust, with an all-inclusive approach that celebrates differences. Failure to embrace these commitments may lead to formal action.

Person Specification

The successful candidate will be an experienced professional who is energetic, innovative and influential, reliable and committed; whose leadership style recognises the value of teamwork. More specifically candidates should be able to demonstrate the following minimum requirements:

Qualifications	<ul style="list-style-type: none">• A relevant Degree or equivalent• QTS and 2 years minimum recent and continuous experience• Completed the Teach Computing Subject Knowledge Certificate (desirable)
Experience	<ul style="list-style-type: none">• A teacher of either Computing/Media/Business to at least KS4• A teacher of either Computing/Media/Business to at least KS5 (desirable)• Experience of leading an initiative or project• Successful track record in areas relating to application and job description• Evidence of being at least a consistently 'good' practitioner• Evidence of recent CPD for a leadership post within the last 2 years (desirable)
Skills and Knowledge	<ul style="list-style-type: none">• Articulate and communicate a shared vision• The ability to develop short, medium and long term strategies that progressively impact on the intended outcome• Understand clearly data tracking for students, development planning and implementation• The ability to create solutions and see tasks and plans through to completion• Effective communication skills• The capacity to build positive working relationships• The ability to lead and enthuse colleagues whilst also commanding respect• The ability to work on own initiative and effectively within a team• Thorough understanding of current education policies and practice relating to

	subject area
Attributes and Qualities	<ul style="list-style-type: none"> • Care about and understand young people • Determination to promote equality of opportunity • Be able to prioritise tasks and agendas • Be able to work under pressure, cope with criticism and to be sensitive to the needs of others • Recognise that continuous professional development is the foundation for improvement • High professional and personal standards in both work and conduct

Name of Post Holder:	
Signature of Post Holder:	Date: