



GATEWAYS SCHOOL

Head of Art Job Description

Post Title:	Head of Art
Conditions:	Full Time
Accountable to:	Deputy Head

Introduction

We are looking to recruit an enthusiastic and energetic teacher of Art to join a highly regarded, established and extremely successful department. The ideal candidate will be an excellent communicator and practicing artist who will convey their passion for all areas of Art to pupils of all ages and ability. They will be willing to make a full contribution to the development of the teaching and learning of Art throughout the school. They will be expected to deliver exciting and varied lessons which engage pupils and encourage them to develop their skills and understanding of the subject. The ideal candidate should show initiative and confidence within the subject, aiming to stretch our able pupils whilst also having the flexibility to support our less able pupils.

Art & Photography and Art & Textiles are taught to GCSE and A Level so the ability to offer these areas would be desirable. The use of digital art techniques is also a quickly growing area and popular with pupils so knowledge of appropriate software such as Photoshop is essential. Art is taught in mixed ability groups at KS3 and so lessons should be differentiated to accommodate all pupil needs. At Gateways, we celebrate creativity in all its forms and the successful candidate will be an active artist with a love of personal professional development in all areas of art.

Purpose of the Job

- To lead the art department and to teach a variety of art endorsements to a high standard to mixed ability cohorts.
- To promote improvement of academic standards throughout the School.
- To raise standards of pupil attainment and achievement within teaching groups and to monitor and support pupil progress in line with the expectations of the school.

- To accurately track the progress and achievements of pupils within teaching groups and provide feedback to enable them to progress at least in line with expectations.
- To be accountable for pupil progress and development within teaching groups against targets set by the school using prior attainment data.
- To provide support and intervention for pupils at risk of under-achieving.
- To make effective use of physical and on-line resources within and outside of lessons.
- To participate in collaborative planning and sharing good practice with other members of Art, Design and Technology Department.
- To oversee the development of the curriculum area and subject specific resources.

Responsibilities

- All teachers are expected to meet the national teachers' standards.
- To teach to the highest standard, aiming to be the foremost advocate of the teaching of the subject within the department.
- To keep up-to-date of new techniques and concepts in the subject.
- To ensure that correct procedures are adopted and maintained by all who work in the department.
- To keep in touch with developments in Higher Education and with entrance procedures/requirements for particular courses.
- Deliver appropriate schemes of work and/or Public Examination specifications across a number of art endorsements to include Art, Craft & Design, Photography and Textiles.
- To regularly set and mark work including examinations according to whole school policies.
- Assess pupil performance regularly and maintain accurate and up to date records of this performance.
- Within lessons provide differentiated learning experiences setting realistic targets and include opportunities for independent learning.
- Be aware of the SEND requirements of each pupil.
- Provide opportunities to stretch and challenge the more able pupils.
- To make use of technology to enhance the delivery of Art including the use of school wide on-line resources.
- Attend Parents Evenings as required.
- To communicate directly with parents throughout the year as necessary following school guidelines.
- Complete Half Term Reviews and Reports according to school policy.
- Put up displays in classrooms and common areas, ensuring they are stimulating and regularly refreshed.
- Organise appropriate educational visits and promote cross-curricular links.
- Undertake such duties as are required according to the annual duty rota.
- Manage the department allocation and identify investment requirements.

- Oversee the display of art work across the High School areas, identifying exceptional pieces worthy of permanent display.
- Identify opportunities to address spiritual, moral, social and cultural dimensions and thinking skills in schemes of learning.

Personal and professional conduct

- Manage and prioritise your own workload in line with service requirements.
- Share corporate responsibility for the implementation of school policies and practices.
- Be a role model for students through personal presentation and professional conduct. To contribute to the ethos of the school, in all areas of contact and responsibility, in relationships with staff and students.
- Establish effective working relationships with professional colleagues.
- Attend and participate in regular meetings, and in training and other activities as required.
- Attend meetings with line managers as required.
- Demonstrate a commitment to continuous development, identify opportunities for professional development and undertake training opportunities where appropriate.
- Ensure promotion and support of Equal Opportunities and Health and Safety.
- Present a positive personal image, contributing to a welcoming school environment.
- Maintain confidentiality inside and outside the school.
- Any other duties as required by the Headteacher.

Safeguarding

- Ensure appropriate / relevant safeguarding policies and measures for all staff and students are in place and reviewed.
- Contribute to the safeguarding and promotion of the welfare and personal care of children and young people with regard to safeguarding procedures.
- Be aware of and comply with policies and procedures relating to child protection, health and safety, security and confidentiality, reporting all concerns to an appropriate person.

Head of Art Person Specification

ATTRIBUTES	ESSENTIAL	DESIRABLE	IDENTIFICATION
QUALIFICATIONS	<ul style="list-style-type: none"> • Good Honours Degree in an Art discipline • PGCE or equivalent teaching qualification 	<ul style="list-style-type: none"> • Further training or qualification in art related areas 	Certificates Application Form
EXPERIENCE	<ul style="list-style-type: none"> • Successful teaching experience at secondary level 	<ul style="list-style-type: none"> • Successful teaching experience across the full age and ability ranges in a secondary school 	Application Form Interview Professional References
SPECIALIST KNOWLEDGE	<ul style="list-style-type: none"> • Ability to teach Art, Craft & Design to GCSE and A Level • Ability to teach English to KS3 standard • Up to date subject knowledge at the appropriate level 	<ul style="list-style-type: none"> • Ability to teach Art & Photography • Ability to offer Art & Textiles 	Application Form Professional Reference Lesson Observation
SKILLS	<ul style="list-style-type: none"> • Competence in the use of digital design as a tool to enhance learning and teaching • The ability to communicate effectively with pupils, parents and colleagues • The ability to manage time and prioritise tasks so that all duties are fulfilled effectively 	<ul style="list-style-type: none"> • Practising Artist who is a specialist in their field 	Application Form Observation Interview Professional References
PERSONAL QUALITIES	<ul style="list-style-type: none"> • Ability to enthuse and motivate pupils • Ability to work alone or as a member of a team as appropriate • Emotional resilience in working with pupils • Ability to form and maintain appropriate relationships and personal boundaries with children and young people. 	<ul style="list-style-type: none"> • The flexibility to respond to the challenge of change as appropriate 	Application Form Interview Professional Reference Lesson Observation
SAFEGUARDING CHILDREN	<ul style="list-style-type: none"> • Ability to maintain appropriate relationships and personal boundaries with children and young people. • Emotional resilience when working with challenging behaviours and appropriate attitude to the use of authority to maintain discipline. 		Application Form Interview Professional Reference Lesson Observation

	<ul style="list-style-type: none">• Understanding of the importance of safeguarding and child protection and its impact on this role.		
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Gateways School is committed to safeguarding and promoting the welfare of its students and expect all staff and volunteers to share the commitment. Appointments will be subject to an enhanced DBS with barred list check as well as a Prohibition List check.

This job description may be subjected to amendment upon the mutual agreement of the Head and the individual member of staff and will be reviewed annually.