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|  | | **Tudor Grange Academy**  **College Leader**  **Job Description** |
| **Core Purpose** | | |
| Lead, support and have responsibility for the college team and students from induction to the end of year 11, thereby establishing:  * A positive college, and therefore Academy, identity and ethos * A culture that celebrates and promotes achievement in all aspects of college and Academy life * Effective student support and monitoring * The essential routines, skills and knowledge for future academic success * The role of the tutor as the personal and academic mentor * A spirit of healthy competition | | |
| **Core Leadership qualities** | | |
| * Clear and consistent vision and values * Outstanding practitioner * Ability to motivate and empower others, raising standards in teaching and learning across the Academy * Have a positive attitude to continuous improvement * Leading by example * Flexible leadership styles * Support staff to work confidently and effectively within the curriculum team and within the classroom * Clear and consistent communication skills * A willingness to embrace change and recognise new educational developments | | |
| **Specific Responsibilities** | | |
| **This list is not meant to provide a narrow definition of specific responsibilities but to serve as guidance.**   * Strategic responsibilities as outlined with the Academy Principal in line with other College Leaders * Subject(s) line management, depending on which College * Create a college identity which has a clearly defined Academy ethos * Create and maintain an agenda of success and achievement for the college * Ensure that teachers are able to focus upon the core business of raising standards and achievement in the classroom * Establish and maintain clear expectations in relation to standards, quality and achievement for both teachers and students in the college * Provide consistent team approach to routine and discipline matters e.g. lunch duties and on call * Main accountability for all college matters, including performance of the subject areas of the college * Maintain an ethos of achievement for all both within the college and across the Academy * Maximise opportunities for student voice within the college. * Enable tutors to monitor the academic progress of their students and mentor effectively; * Empower tutors to work confidently and effectively to support the needs of their students; * Empower tutors to work with parents * Provide clear channels of referral which the team has ownership of and access to; * Establish strong college team identity, through assemblies and a pro-active support of extra- curricular activities, inter-tutor group competitions, social events, etc. * Ensure that continued quality assurance is of the highest standard reporting back to the SLT and Principal. * Attendance at all SLT meetings and scheduled commitment to afterschool events * Flexibility with covering for other colleagues to allow others to upskill themselves | | |
| **Outcomes** | | |
| * High standards of achievement for all students * A highly motivated and effective curriculum team * Excellent practitioners * Effective teamwork * A reputation as a centre of excellence for the curriculum area * Strong contributions to the enrichment of the curriculum offer for students | | |
| **Line Manager:** | Principal | |
| **Line Management responsibility for:** | All members of the college, both teaching and support staff | |