

<b>Details about the post:</b>	
Grade:	TLR IC
Type of post:	Team Leader: Science
Start date:	September 2018 or Sooner (possibly Easter)
<b>Reason for vacancy:</b>	
This permanent vacancy has arisen due to the current post-holder taking up another position in school.	
<b>Terms and conditions:</b>	
This post is offered subject to the terms and conditions laid down in the School Teachers' Pay and Conditions Document 2017.	
<b>Equal opportunities:</b>	
The school operates an equal opportunities policy. We believe in the right of all individuals, regardless of ethnicity, attainment, age, disability, gender or background to be treated with respect and fairness.	
<b>Information about the recruitment and selection process:</b>	
Closing date for applications:	Sunday 26 November 2017
Interview date:	TBC
Interview panel:	Headteacher, SLT, Governor
<b>Safeguarding pupils:</b>	
This school is committed to safeguarding children and promoting the welfare of children and young people/vulnerable adults and expects all staff and volunteers to share this commitment. We will ensure that our recruitment and selection practices reflect this commitment. All successful candidates will be subject to Criminal Records Bureau checks along with other relevant employment checks.	
<b>Employment checks required:</b>	
<ul style="list-style-type: none"> <li>• <b>Fully</b> completed application form (curriculum vitae <b>NOT</b> acceptable)</li> <li>• Rehabilitation of Offenders Act declaration</li> <li>• Right to work in the UK</li> <li>• Enhanced DBS</li> <li>• Employment history including explanation of any gaps</li> <li>• Proof of academic and professional qualifications</li> <li>• Qualified Teacher Status</li> <li>• Statutory Induction Standards (if appropriate)</li> <li>• General Teaching Council registration</li> <li>• Occupational Health check</li> <li>• Receipt of at least two satisfactory references</li> </ul>	

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## TLR POST TEAM LEADER – SCIENCE

### **Job Details**

Team Leader for Science will report to a member of the Senior Leadership Management Team

### **Purpose**

To provide highly effective leadership and management of the Science team, to support and develop them and to hold team members accountable for pupil progress. To manage, lead and develop the curriculum in order to secure high quality teaching, the effective use of resources and improved standards of learning and outcomes of all students at KS3, 4 and 5.

### **Dimensions of the post**

**Staff – managed directly or indirectly**

Science Teachers x 11
Including responsibility post holders and Lead practitioner

### **Principal Accountabilities**

1. To agree, monitor and significant evaluate the subject pupil progress targets to make a measurable contribution to whole school positive progress targets.
2. To create a team improvement plan which contributes positively to the achievement of the school development plan (SDP) and which actively involves all subject teachers in its design and execution.
3. To provide regular feedback to team members in a way which recognises good practice and supports their progress against appraisal objectives resulting in tangible positive and measurable impact on student learning.
4. To assist the designated leadership management team member in the ongoing review of the quality of leadership, teaching and learning in the subject area, consistent with the school's self-evaluation procedures.
5. To ensure that all team members understand, and are actively implementing, the key aspects of the school's mission statement and all aspects of school agreed policies including the school's behaviour inclusion and assessment policies.
6. To oversee and evaluate the subject/team budget allocation to ensure the budget is spent in line with identified priorities and the principles of best value.
7. To engage all team members in the creation, consistent implementation and improvement of schemes of work which encapsulate key school learning strategies and strengthen student success and achievement.

### **Specific Roles and Responsibilities**

See attached job description.

## PARLIAMENT HILL SCHOOL - JOB DESCRIPTION

**Post Title:** **Team Leader: Science**

**Purpose of the role:** To provide professional leadership and management of Science Team, to support and develop the team and to hold team members accountable for pupil progress. To manage, lead and develop the curriculum in order to secure high quality teaching, the effective use of resources and improved standards of learning and achievement of all students at KS3, 4 and 5.

**Grade:** TLR1C

**Responsible to:** Senior Leadership Team Member

**Conditions of Service:** Reference should be made to the School Teachers' Pay and Conditions Document, including the specific provisions referred to in this job description and the National Standards for Qualified Teacher Status published by the Teacher Training Agency.

### **JOB DESCRIPTION**

In addition to the duties set out in the "School Teachers' Pay and Conditions" document this post includes the following responsibilities:

To carry out the responsibilities outlined in the generic job TLR description for Team leaders and in particular:

To plan, implement and monitor a development plan for Science department in line with the School Development Plan.

### **General Responsibilities**

1. To monitor the quality of teaching and learning through the management of staff and resources and oversight of students' work and lesson observations.
2. Ensure that the Department has a consistent approach for More Able / HLP students and that this is followed up in Departmental practices and documentation.
3. To teach Science across the curriculum including at GCSE, AS and A level
4. To co-ordinate the celebration of students' achievements within Science.
5. To keep the department updated on local and national initiatives, which might impact on Science at Parliament Hill School.
6. To monitor and evaluate the department and school development plan as appropriate
7. To ensure the implementation and evaluation of the Department's Equal Opportunities Policy
8. To directly line manage responsibility holders in the department and effectively deploy the line management of other team members
9. To encourage students to participate in visits and other events as extra-curricular activities.
10. To work effectively with the Heads of Science in the other LaSWAP Consortium schools and within the Borough.
11. Take responsibility for Health and Safety issues within the Science curriculum and extra-curricular activities, including carrying out risk assessment.

**Person Specification for Team Leader: Science**

The successful candidate will possess some, or all, of the following:-

	Essential
<b>Qualifications</b>	<ul style="list-style-type: none"> <li>• Degree</li> <li>• QTS</li> <li>• Teaching qualification</li> <li>• Evidence of continuing professional development</li> </ul>
<b>Experience</b>	<ul style="list-style-type: none"> <li>• Experience of teaching Science across the age range, including GCSE, AS and A levels.</li> <li>• Sound knowledge of curriculum developments in Science.</li> <li>• Experience as a leader of curriculum development, or another post of similar responsibility.</li> <li>• Ability to manage across all areas of Science.</li> <li>• Proven track record in raising achievement and seeing string progress and outcomes for students of all abilities.</li> <li>• Evidence of successful practice in teaching and assessment</li> <li>• Deep understanding of how to develop children's Science learning.</li> </ul>
<b>Qualities and skills</b>	<ul style="list-style-type: none"> <li>• Excellent classroom practitioner</li> <li>• Ability to be an effective Leader who is able to get the very best from the Team and hold colleagues to account.</li> <li>• Ability to communicate effectively.</li> <li>• High expectations of attainment, behaviour and professional work</li> <li>• A vision and knowledge of how to promote Science learning.</li> <li>• Able to make children's learning relevant and exciting.</li> <li>• Able to be an effective team member and to collaborate with other colleagues.</li> <li>• Evidence of commitment to Equal Opportunities</li> <li>• Able to use ICT creatively to enhance children's learning</li> </ul>