



Role Profile: Head of Science

Purpose

To work collaboratively with the Headmaster and Heads of School to lead and promote the teaching of Science at Downsend School. In addition, to carry out such other associated duties as are reasonably assigned by the Headmaster.

Key Accountabilities

Leadership and Management

1. Lead and manage the Science Department, establishing a clear ethos, positive atmosphere and attractive environment
2. Select the appropriate GCSE boards and syllabuses for Biology, Chemistry and Physics in order to support the launch of the new Senior school provision at Downsend
3. Assist with the recruitment and development of the Science teaching team
4. Manage and direct the work of the 2 i/c Science, designating tasks and offering appropriate support and challenge
5. Foster a strong team spirit and take a personal as well as professional interest in the welfare of department members
6. Ensure the highest standards of the teaching and learning of Science throughout the school, from KS2 to KS4
7. Ensure that all pupils are appropriately challenged, make strong progress and are enthused and inspired by their Science lessons
8. Develop Science teaching with due regard to the school's policies and schemes of work, working closely with, and co-ordinating, the efforts of the subject team
9. Plan and provide a stimulating, invigorating and motivating learning environment, ensuring that learning resources are well organised and accessible to staff and pupils, as well as embracing pupils' work on paper, display and in the general atmosphere created in the classroom
10. Understand and manage issues relating to the organisation, ordering and funding of resources
11. Be aware of new developments and advances in the direction of Science teaching and take an active interest in professional development, leading appropriate sessions where appropriate
12. Ensure that appropriate resources are in place when preparing pupils in readiness for external examinations

Teaching and Learning

1. Carry out teaching duties in your primary subject in accordance with the school's schemes of work
2. Lead the department in the development of the Science section of the School's Virtual Learning Environment (VLE)
3. Oversee and, where necessary, adapt and enhance the Science trips and visits programme, including a variety of whole-school Science Challenges, aimed at promoting Science learning
4. Contribute widely to the extra-curricular life of the School, ensuring that there is appropriate provision for the enrichment of numeracy in the Lower and Upper Schools
5. Work closely with the Maths, Technology and Art departments to develop and roll out the STEAM initiative and opportunities at Downsends school

Safeguarding Responsibilities

- To comply with safeguarding policies, procedures and code of conduct
- To demonstrate a personal commitment to safeguarding and student/colleague wellbeing
- To ensure that any safeguarding concerns or incidents are reported appropriately in line with policy
- To engage in safeguarding training when required

Person Specification

The successful candidate is likely to match most, or all, of the following characteristics:

	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> ✓ Good Honours degree ✓ QTS 	<ul style="list-style-type: none"> ✓ Eager to learn & a commitment to CPD
Skills	<ul style="list-style-type: none"> ✓ Ability to demonstrate continued improvement in pupils' attainment, progress & behaviour; ✓ Exceptional, dynamic & committed leader who will inspire high levels of confidence in colleagues, pupils & parents ✓ Enthusiastic commitment to the importance of co-curricular activities in providing an outstanding education ✓ Excellent communication skills (oral, written and use of ICT) ✓ Outstanding organisational & administrative skills 	<ul style="list-style-type: none"> ✓ Cheerful & well-presented, capable of inspiring confidence in colleagues, pupils & parents, & an effective public speaker
Experience	<ul style="list-style-type: none"> ✓ Experience of teaching Science to GCSE level ✓ Prior teaching experience in independent sector 	<ul style="list-style-type: none"> ✓ Some understanding of the CE & Scholarships syllabus at 13+
Other	<ul style="list-style-type: none"> ✓ Keen & self-motivated practitioner, who wishes to be a committed team member in an innovative area of school life ✓ Calmness & efficiency & the ability to work under great pressure at certain times 	<ul style="list-style-type: none"> ✓ Willingness to work hard, with energy & enthusiasm, avoiding the Monday-Friday, 9-5 approach

General

In all of the areas stated above, the post holder must liaise with staff across the four Downsend sites in order to ensure continuity and progression throughout the school.

This job description is not intended to be all embracing and the post holder shall be required to carry out whatever the Headmaster shall instruct, commensurate with training and experience.

Key Stakeholders:

Internal – SLT, staff, pupils, parents

External – Cognita School Support Centre, Feeder schools, 16+ providers