

Job Description

Lead Teacher



Position Title	Lead Teacher (Literacy)	Reporting to	Vice Principal (Academic)
Position Function	Middle Leadership		
1. Position Purpose			
As a Lead Teacher, you will be responsible for leading whole-school and/or cycle specific initiatives within the following areas aligned to your area of expertise: instructional leadership, curriculum development, monitoring and assessment, professional development, communication and integration of technology.			
2. Key Responsibilities			
As Lead Teacher, you will:			
<ul style="list-style-type: none"> • Provide specific expertise to strengthen instructional practices in (Literacy) consistent with the school's improvement priorities and professional learning practices. • Foster a culture of continuous improvement by modelling and providing guidance on evidence- and context-informed teaching and learning practices. • Collaborate with senior leaders, middle leaders, coaches and teachers to observe classroom practice and provide targeted feedback on strengths and areas for improvement. • Liaise with the Senior SEN Coordinator, Literacy Coaches, and Heads of Subject and/or Curriculum to align implementation of school-wide plans and initiatives and respond to student needs. • Analyse student performance data to identify trends, inform instructional planning, and support data-driven decision-making at the school level. • Support teachers in understanding teaching, learning, and assessment policies, as well as evidence-informed practices, while also guiding them in creating inclusive, safe, and stimulating learning environments for students. • Provide training and support for teachers in planning, differentiation and design of assessment tasks, monitoring student work samples, and reviewing assessment data and feedback to students to plan next steps for teaching and learning. • Support teachers to communicate with families in a way that makes them feel valued and provide feedback to students and parents on learning outcomes and progress. • Build positive and trusting relationships with staff that foster professional engagement and a sense of collective efficacy. • Ensure adherence to school-wide policies and educational standards in curriculum planning, assessment, and instructional delivery. • Take responsibility for own professional growth by actively seeking opportunities for learning, keeping abreast of evidence-informed practices, and critically reflecting on practice. • Undertake any related tasks that are deemed relevant to this position. 			
3. Health, Safety and Safeguarding Responsibilities			
<ol style="list-style-type: none"> 1. Strategy: Positively contribute to Health and Safety and Safeguarding improvement strategies within Yas School and the wider organisation. 2. Policy and Compliance: Familiarise self on Health and Safety and Child Safeguarding policies and procedures. Support, as necessary with adherence and awareness to the policies. 3. Incident Reporting: Ensure Health and Safety and Safeguarding concerns are escalated and reported on the appropriate platforms within Yas School and the wider organisation. Fully adhere to incident reporting requirements at Yas School. 4. Training and Awareness: Ensure timely completion of Health and Safety and Safeguarding training courses provided for your role. Seek out training opportunities as relevant to improve safety within Yas School and the wider organisation. 5. Emergency Preparedness: Be aware of Yas School's emergency response procedures and ensure you partake in mandatory drills. Where you have responsibility for a child, ensure their transport means (own or bus) as well as any medical needs are known and communicated as appropriate. 			

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4. Key Interactions	
Internal	External
<ul style="list-style-type: none">• Students• Vice Principal (Academic)• Vice Principal (Student Wellbeing)• Senior SEN Coordinator• Head of Subject• Head of Cycle• Teachers• SEN Teachers• Literacy Coaches• Student facing support staff	<ul style="list-style-type: none">• Parents
Positions reporting into this position	<ul style="list-style-type: none">• Instructional Coaches
5. Qualifications and Experience	
Educational Qualifications, Professional Certifications and Experience: <ul style="list-style-type: none">• Bachelor's Degree in Education or Post Graduate Diploma in Education• Master's Degree in Education/Educational Leadership or a related field is an advantage• Proficiency in English (demonstrated by a minimum IELTS score of 6 or equivalent)• Bilingual skills (English & Arabic) are highly desirable• UAE Certified Teaching License/ equivalent, or working towards attainment• At least 4 years of classroom teaching experience• A minimum of 2 years' experience in an academic middle leadership role• Proven experience in formal or informal leadership focused on improving student achievement	