



Hall Park Academy

Assistant Headteacher (Teaching & Learning and Quality Assurance)

Job Description

Location: Hall Park Academy, Mansfield Road, Eastwood, Nottinghamshire, NG16 3EA

Salary: Redhill Academy Trust Pay Scale, L12 - 16

Hours of work: Full time

Responsible to: Headteacher

Job Summary

To take overall responsibility for development of teaching and learning and quality assurance across the school.

General Duties

- Teaching in an appropriate area within the school
- Working in accordance with the school's curriculum statement and policies
- Being actively involved in curriculum review and development
- Contributing to all general leadership team duties and rotas including on-call, dinner duties, detentions etc.
- The monitoring and development of Teaching and Learning

Specific Duties

- Responsibility for the management, tracking and evaluation of Continuing Professional Development
- Promotion and development of learning and teaching across the school
- Lead on school-wide quality assurance
- Development of the school's coaching programme
- Oversight of ECT support and development / ITT and the co-ordination of the school's partnership activities with Redhill Teaching Hub
- Line management responsibilities for named faculties and House systems
- Line management of the SENDCO



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Person Specification

	Essential	Desirable
Qualifications	<ul style="list-style-type: none">• Degree or equivalent• Qualified teacher	<ul style="list-style-type: none">• Further relevant qualifications
Experience of ...	<ul style="list-style-type: none">• Successful teaching across the 11-16 age and ability range• Effective team leadership in a secondary school• Leadership of teaching and learning initiatives• Leading a whole school initiative• Strategic planning at department level• Leading and managing change• Mentoring and supporting colleagues• Evaluating the classroom practice of colleagues• Recent participation in relevant INSET	<ul style="list-style-type: none">• Successful teaching of post-16 students• Working in a secondary school at senior or middle management level• Providing staff development and INSET opportunities for others• Effective use of ICT within the classroom
Knowledge of ...	<ul style="list-style-type: none">• Innovative ways of raising student achievement• Recent developments in teaching and learning• Effective quality assurance systems in schools	
Skills	<ul style="list-style-type: none">• Excellent teacher with strong classroom management skills• Effective team member• Excellent interpersonal and communication skills• Excellent organisational skills• Ability to prioritise effectively• Ability to work under pressure	

	Essential	Desirable
Qualities	<ul style="list-style-type: none">• Innovative• Highly respected by students and colleagues• Energy, drive and enthusiasm• Sense of humour• Constructively self-critical• Ambition for self and students	