**ABBOTSHOLME SCHOOL**

**JOB DESCRIPTION – LEAD TEACHER OF SCIENCE**

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| **Post:**  | Lead Teacher of Science  |
| **Responsible to:**  | SLT line manager  |
| **Job Purpose:**   | * To provide strong leadership for the Science Department so that teaching and learning is consistently good or better.
* To monitor student progress within the Science department and ensure students are able to reach their full potential.
* To continue to develop the curriculum in Science lessons which is supported by a programme of extracurricular and enrichment activities.
* To act as line manager for the teachers and the technician within the Science department.
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| **Key** **Responsibilities:**  | * To lead the successful delivery of Science across the School.
* To inspire and enthuse members of the team, with a clear vision for the future direction of the Science Department.
* To develop an innovative and progressive curriculum in Science.
* To undertake regular audits and quality assurance checks within Science to ensure that the highest standards are being achieved in all aspects of the department’s work.
* To attend Head of Department meetings.
* To safeguard young people by ensuring that all aspects of Health and Safety are adhered to in lessons and preparation areas.
* To lead the development of differentiated schemes of work at KS3, KS4 and at Post-16 so that all students makes progress in their learning.
* To support teaching of Science in the Prep school.
* To keep up-to-date about subject development and to take part in relevant CPD for this purpose, disseminating to other staff where appropriate.
* To lead the department’s strategic planning and self-evaluation processes.
* To promote and lead on the delivery of extra-curricular activities in Science including the promotion of STEM across the school.
* To act as a role model to others, demonstrating high standards of professionalism in all aspects of leadership.
* To co-ordinate the resources of the Department, giving support and guidance to relevant staff.
* To complete all administrative tasks in a timely and accurate manner.
* To ensure that appropriate arrangements are made for examination entries and statutory requirements.
* To contribute to wider whole school policy making as appropriate.
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| **Curriculum Management to include:**  |   | * To design an appropriate and progressive curriculum in Science that reflects the ethos of the School and meets the needs of all students.
* To make sure that teaching and learning meets the needs of all students including those with additional needs.
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|  |  | * To maintain an up to date knowledge of new initiatives and incorporate elements into the Science strategy as appropriate.
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|  |   | * To review, evaluate and improve the design and delivery of the Science curriculum on an ongoing basis.
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|  |   | * To incorporate assessment into curriculum planning.
* To ensure all statutory requirements are met.
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| **Financial** **Management:**  |  | * To be responsible for the completion of the Science Team Improvement Plan so that the Department is appropriately and effectively resourced.
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|  |  | * To oversee the department budget.
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