TEACHING STAFF

JOB DESCRIPTION

ROLE TITLE	Trust Subject Leader
CONTRACTED HOURS	Full time / year-round
LOCATION	Haverhill, Central Trust Team
GRADE / SCALE POINT – SALARY	Leadership range L13-L17
REPORTING TO	Director of Secondary Education

INTRODUCTION

All Unity Schools Partnership schools embrace a strong set of values which ensure that pupils learn how to take their place in modern Britain. Every member of staff is required to uphold and promote the values of the Trust in every aspect of their work performance. All members of the Trust are responsible personally and collectively for supporting pupils in becoming confident individuals, successful learners and responsible citizens, through:

- Modelling the Core Values at all times;
- Nurturing passions and interests and stimulating their intellectual curiosity;
- Continuously raising aspirations and self-esteem;
- Intentionally developing Leadership
- Contributing to the wider range of opportunities offered by and for the school community;
- Actively supporting and promoting pupil voice;
- Assuming responsibility (as required) for the learning progress of a specific group of individual pupils.

JOB PURPOSE

To be an active ambassador for change and promotion of specialist subject across the Trust group. The postholder will actively seek to support the advancement of subject standards and use of data across the Trust with a particular focus on those schools deemed most needy by the Director of Secondary Education.

KEY TASKS AND RESPONSIBILITIES

- The advancement of subject standard may take a variety of different approaches depending upon the specific requirement. The postholder will be expected to work closely with the Senior Leadership Team and subject Departments within target schools in driving this change.
- Within each school the postholder will demonstrate and encourage best practice within teaching, learning and their enabling systems.
- The postholder is to establish themselves as a trusted and respected ambassador of the Trust and should act as a conduit between schools to further relationships between partner schools and departments.

- Evaluate needs of secondary school subject specialist departments.
- Provide guidance and coaching to new subject specialist Heads of Department.
- Facilitate sharing of good practice, resources, and expertise between subject specialist departments within the Trust group.
- Use wider Trust experience to provide strategic insight and perspectives as and when requested that might support schools in developing their specific subject specialist and Data capabilities.
- Drive standards of teaching and learning by promoting an environment of openness, reflection and coaching within subject specialist teams of priority schools.
- Review and guide Heads of specialist subject within these schools in establishing robust projection and tracking systems.
- Provide ad-hoc support to subject specialist department key events such as Open Evenings, Coursework days etc.
- Support subject specialist Leaders to create an outward-facing school which works with other schools and organisations to secure excellent outcomes for all pupils.
- Develop effective relationships with fellow professionals.
- Model entrepreneurial and innovative approaches to school improvement and leadership.
- Inspire and influence others to believe in the fundamental importance of education in young people's lives and to promote the value of education.
- The role may require an element of secondment into one or more school leadership roles as is required to fulfil the primary objective. These will be agreed on a needs basis with the Director of Secondary Education and the Principal of the particular school(s).

SAFEGUARDING

Unity Schools Partnership is committed to safeguarding and promoting the welfare of children and young persons at all times. The postholder will be responsible for promoting and safeguarding the welfare of all children with whom he/she comes into contact, in accordance with the Trust's and the School's Safeguarding policies.

The post holder is required to obtain a satisfactory Enhanced Disclosure from the Disclosure and Barring Service (DBS).

GENERAL

1. Actively contribute to and promote the overall ethos and values of the school and the wider Trust.
2. Participate in training and other learning activities and performance development as required.
3. Maintain consistent high standards of professional conduct, tact and diplomacy at all times in dealings with pupils, parents, staff colleagues, external agencies and any other visitors to the school or wider Trust.
4. Maintain absolute confidentiality and exercise discretion with regard to staff / pupil information and the Trust's business at all times.
5. Act as an ambassador for the school and the wider Trust within the local community and beyond, ensuring that the ethos and values of the Trust are promoted and upheld at all times.
6. Undertake any other reasonable tasks and responsibilities as requested by the Director of Secondary Education which fall within the scope of the post.

PERSON SPECIFICATION

CRITERIA	ESSENTIAL	DESIREABLE
	KNOWLEDGE	
Qualifications	Recognised QTS Degree Evidence of commitment to own professional development	Management training
Relevant Experience	Experience of leading a successful department in role specific subject area. Evidence of impact on student achievement. Excellent classroom teacher with a proven commitment to improving the quality of children's learning Understanding the importance of using data to raise standards Solution focused disposition and a positive attitude particularly to challenge and change. Ability to work without constant supervision, to provide assistance as and when required, to seek tasks when unoccupied and think clearly and calmly in an emergency. Good communication skills, both written and spoken. A talented teacher in their own right who is happy to be observed modelling best practice. The ability to confidently analyses large bodies of student performance data so that it might be used to support effective decision making.	Experience in one or more schools
Skills and Aptitudes	High personal standards in terms of attendance, punctuality and meeting deadlines Positive disposition to implementing the Schools' educational vision Able to develop genuine, empathetic relationships with young people	Experience of effective working with governors Experience and understanding of ICT as a management tool Ability to foster links with local community and with

	Understanding of and commitment to Equal Opportunities issues and principles and the need to apply an equal standard of care to all students Positive disposition towards inclusion of all students including those with learning difficulties in mainstream learning and education High level of personal organisation skills Able to work as part of a broader inclusion and student support system Ability to work as a team player and supportive of team working Ability and willingness to develop own understanding and capability through advice and training Understanding of the principles of accountability and quality assurance to achieve best possible student outcomes Understanding of the management of change processes Ability to maintain a consistent and continuous focus on student achievement Ability to delegate appropriately and hold others accountable while at the same time accepting accountability for their team and student outcomes	other schools, locally, nationally and internationally. Ability to motivate commitment among all staff groups and to lead staff meetings Sympathetic to the ethos of the school