

Academies Enterprise Trust

Job Description

Job Title: Lead Practitioner in Science

Location: Four Dwellings Academy Birmingham, Quinton

Hours of work: Full Time

Reports to: Head of Department

Purpose:

The Lead Practitioner in Science will carry out professional teaching duties as described in the School Teachers Pay and Conditions document. In addition, the lead practitioner will do everything possible to raise the quality of teaching and learning in science and in other areas at the request of the Principal.

To promote and adhere to the Trust's values to be unusually brave, discover what's possible, push the limits and be big hearted.

Responsibilities:

Staff Development

- keeping up to date with research and developments in pedagogy and in any subjects taught, raising, when appropriate, issues with VP Curriculum
- evaluating their own teaching critically and use this to improve their effectiveness
- building up a thorough understanding of their professional responsibilities in relation to school policies and practices
- setting a good example to the pupils they teach in their presentation and their personal conduct
- participating in Performance Management arrangements

Teaching and Managing Pupil Learning

- Identifying clear teaching objectives, content, lesson structures and sequences appropriate to the subject matter and the pupils being taught.
- Setting appropriate and demanding expectations for pupils' learning and motivation.
- setting clear targets for pupils' learning, building on prior attainment and considering each pupil as an individual
- using IEPs to identify pupils who have special educational needs, and
- Ensuring effective teaching of whole classes, groups and individuals so that teaching objectives are met, momentum and challenge are maintained, and best use is made of teaching time.
- Using teaching methods which keep pupils engaged, including



stimulating pupils' intellectual curiosity, effective questioning and response, clear presentation and good use of resources.

- Setting high expectations for pupils' behaviour, establishing and maintaining a good standard of discipline through well-focused teaching and through positive and productive relationships.
- ensuring that pupils are thoroughly prepared for their examinations and that any examination coursework is completed and marked according to examination board and departmental criteria
- liaising effectively with support staff working within Department
- Providing extra-curricular activities to extend and challenge pupils and to support preparation for external examinations.

Curriculum Provision & Development

- Support the Head of Department to ensure the delivery of an appropriate, comprehensive, high quality and cost-effective curriculum programme within designated area which compliments the Academy Improvement Plan
- Support the development and delivery of the curriculum within the Department and designated area
- Support the curriculum development for subjects within the designated area.
- Assist the Head of Department to maintain accreditation with the relevant examination and validating bodies

Quality Assurance

- Marking and monitoring pupils' class and homework providing constructive oral and written feedback, setting targets for pupils' progress.
- Assessing how well learning objectives have been achieved and use this assessment for future teaching.
- maintaining full records of attendance, homework, National Curriculum Attainments, and examinations for pupils taught, including members of the tutor group
- producing and analysing teaching group examination predictions and results as requested by the Head of Department and the VP Teaching and Learning
- participating in departmental discussions of pupil targets and progress and of the development of strategies to meet departmental target
- overseeing the pastoral needs of all pupils taught and passing on any concerns to the appropriate member of staff
- contribute to the preparation of Action Plans and progress files and other reports
- mentoring and negotiating individual targets for tutees

Resources within the Department

- to contribute to the development of schemes of learning that contain a wide and varied bank of resources to stimulate pupil interest and learning
- selecting and making good use of learning resources to enable teaching objectives to be met
- ensuring that stock and equipment is well cared for and economically used
- ensuring that departmental rooms present a stimulating and tidy environment



- implementing the Academy Health and Safety Policy

Other Duties

- attending any appropriate meetings with parents
- providing informative reports to parents
- raising, in consultation with the Head of Year, particular concerns regarding pupils with parents
- representing the views and interests of the Department to the Head of Department and LG
- providing information required by HODs., HOY, SENCO actively participating in Departmental Meetings
- liaison with the Pastoral Leader to ensure the implementation of the Behaviour for Learning Policy
- ensuring that appropriate work has been set and that the resources required are available
- supporting supply staff who are working within the Department

Specific Task & Responsibilities

- undertake the duties of a form tutor

General

- To safeguard and promote the welfare of children.
- To ensure provision of an appropriately broad, balanced, relevant and differentiated curriculum for students studying in the curriculum area, in accordance with the aims of the Academy and the curricular policies determined by the Governing Body and Principal of the Academy.
- To develop and enhance the teaching practice of others.
- To monitor and support the overall progress and development of students as a manager within the curriculum area and as a Group Tutor.
- Ensure students are subject to the efficient application of the Academy's Code of Conduct and Rewards System.

Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified nor does it direct the particular amount of time to be spent on carrying them out and no part of it may be so construed.

Employees will be expected to comply with any reasonable request from a Senior Leader to undertake work of a similar level that is not specified in this Job Description.

The Academy will endeavour to make any necessary reasonable adjustments to the job and the working environment to enable access to employment opportunities for disabled job applicants or continued employment for any employee who develops a disabling condition.

This job description does not form part of the contract of employment. It describes the way the post holder is expected and required to perform and complete the particular duties as set out in the foregoing.

The Postholder may deal with sensitive material and should maintain confidentiality in all Academy related matters.

This Job Description is current at the date shown, but following consultation with you, may be changed by the Principal to reflect or anticipate changes in the job which are commensurate with the salary and job title.

Employee value proposition:

We passionately believe that every child can discover their own remarkable life. It's what motivates us around here. We know this vision requires something extra. Which is why at AET, you'll find more. More opportunities, so you can forge your own path. More care and support, so you can prioritise what matters most. More purpose, for you and for the children we're inspiring. Come inspire their remarkable with us.

Our values:

The post holder will be expected to operate in line with our values which are:

- Be unusually brave
- Discover what's possible
- Push the limits
- Be big hearted

Other clauses:

1. The above responsibilities are subject to the general duties and responsibilities contained in the Statement of Conditions of Teachers' Pay and Conditions.
2. This job description allocates duties and responsibilities but does not direct the particular amount of time to be spent on carrying them out and no part of it may be so construed.
3. The job description is not necessarily a comprehensive definition of the post. It will be reviewed at least once a year and it may be subject to modification or amendment at any time after consultation with the holder of the post.
4. This job description may be varied to meet the changing demands of the academy at the reasonable discretion of the Principal/Group/Chief Executive
6. This job description does not form part of the contract of employment. It describes the way the post holder is expected and required to perform and complete the particular duties as set out in the foregoing.
7. Postholder may deal with sensitive material and should maintain confidentiality in all academy related matters.

Safeguarding

We are committed to safeguarding and protecting the welfare of children and expect all staff and volunteers to share this commitment. A Disclosure and Barring Service Certificate will be required for all posts. This post will be subject to enhanced checks as part of our Prevent Duty.

Person Specification

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General heading	Detail	Essential requirements:	Desirable requirements:
Qualifications	Qualifications required for the role	<ul style="list-style-type: none"> A relevant honours degree or equivalent and QTS. 	<ul style="list-style-type: none"> A good honours degree or equivalent and PGCE/GTP/Teach First Evidence of further subject-based professional development.
Knowledge/Experience	Specific knowledge/ experience required for the role	<ul style="list-style-type: none"> Evidence of good classroom practice. Good understanding of effective and engaging teaching methods. The ability to engage, enthuse and motivate students. Experience of teaching up to KS3 & KS4. 	<ul style="list-style-type: none"> Experience of the use of ICT to enhance the teaching and learning process. Experience of teaching KS5. Willingness to teach another subject
Skills	Assessment	<ul style="list-style-type: none"> An understanding of the use of assessment to inform planning. 	<ul style="list-style-type: none"> Evidence of improved student outcomes. The ability to monitor student progress through the use of ICT.
	Forward and strategic planning	<ul style="list-style-type: none"> The ability to plan lessons and sequences of lessons with clear objectives to ensure progression for all students. 	<ul style="list-style-type: none"> A willingness to be involved in extended curriculum opportunities in the subject area.



		<ul style="list-style-type: none">• The ability to set consistently high expectations for all students through class work and homework.	<ul style="list-style-type: none">• The ability to manage time effectively and prioritise work.
	Professional Attributes	<ul style="list-style-type: none">• Highly motivated• Respond well to a challenge• Maintain high professional standards• Excellent communication skills• Commitment to own professional development• 	
Personal Characteristics	Values	<ul style="list-style-type: none">• Ability to demonstrate, understand and apply our values<ul style="list-style-type: none">○ Be unusually brave○ Discover what's possible○ Push the limits <p>Be big hearted</p>	
Special Requirements		<ul style="list-style-type: none">• Successful candidate will be subject to an enhanced Disclosure and Barring Service Check• Right to work in the UK• Evidence of a commitment to promoting the welfare and safeguarding of children and young people	