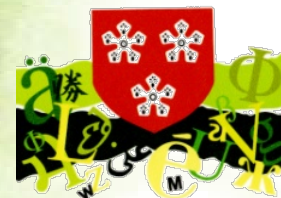


Judgemeadow Community College



Evington, Leicester, LE5 6HP Tel: 0116 2411920

www.judgemeadow.leicester.sch.uk

Head of Humanities

Salary: TLR 1b

Judgemeadow Community College is a successful and popular 11-16 Community College, which proudly serves a diverse multi-ethnic, multicultural community. The College is situated in a state-of-the-art school building on a 65 acre site on the outskirts of Leicester. The College is highly regarded by the local community and students achieve well.

The College's values are articulated through our mission statement:
"Working together to ensure the highest quality of education for each individual student through a culture of continual improvement."

We are seeking, for August 2017, an enthusiastic Geography teacher with the capacity to lead, or proven experience of leading, a successful Humanities Department.

We want our Head of Department to:

- ▶ Want to make a difference to the life chances of young people
- ▶ Be an outstanding, inspirational teacher, able to teach and lead GCSE Geography
- ▶ Be able to lead and inspire high quality learning, teaching and assessment
- ▶ Be able to manage, motivate and develop a team of committed staff
- ▶ Have vision, enthusiasm and drive.

Closing date: Noon on Monday 8th May 2017.

Visits to the College are welcome. Please contact the College office:
Tel 0116 241 1920 or email mbrown@judgemeadow.leicester.sch.uk





May 2017

Dear Enquirer

Head of Humanities

Thank you for your interest in the above post.

I attach further details of the post and an application form which should be returned to the college by noon on Monday 8th May 2017.

I regret that we are unable to contact individually those not selected for interview. If you have not heard from us by Friday 26th May 2017 please assume you have not been successful on this occasion; could I, however, thank you in advance for the time and trouble you will take in making your application and wish you success in the future.

Yours sincerely

James McKenna
Principal

Judgemeadow is committed to safeguarding and promoting the welfare of all young people.

Judgemeadow Community College

Background Information

Judgemeadow Community is a highly successful and popular 11-16 Community College with over 1200 students, situated on a 65 acre site in Evington, on the outskirts of the city of Leicester. Judgemeadow serves a diverse multi-ethnic, multicultural community and enjoys an excellent reputation in the local community.

Centre of Excellence for Languages and Internationalism

The College gained Specialist School status in September 1999 as a 'Centre of Excellence for Modern Languages and Internationalism'. Judgemeadow has achieved the Full International School Award. This is only awarded to schools which have an international ethos embedded throughout the school and have curriculum based international work across a range of subjects.

Impressive Exam Results

In the summer 2016 exams, 71% of Judgemeadow Year 11 students gained 5 or more subjects, including English and Maths, at grade A*, A, B or C in their GCSE exams.

There were also some excellent individual student results and, in addition, using the measure known as the 'English Baccalaureate', 37% of Judgemeadow students achieved the required level.

Awards and Accreditations

The College has been named as one of the first 20 **Lead Behaviour Schools** with exemplary behaviour. Lead Behaviour Schools have proven expertise in behaviour management and the promotion of positive pupil behaviour in their school. Judgemeadow was awarded '**Investors in People**' status in 1997. This has been reconfirmed at regular 'IIP health checks'. We were also delighted to achieve **National Healthy School Status** for our principles of developing healthy bodies, healthy minds and healthy attitudes. We have also been successful in achieving the British Dyslexia Association **Dyslexia Friendly** Quality Mark award for the school, the BDA's sign of approval of a dyslexia friendly organisation.



Head of Humanities

Key Element	Detail of personnel specification	Essential/ Desirable	Method
Relevant Experience	You will have a proven track record of:		
	Teaching in education at a secondary level and a proven track record of delivering successful outcomes for students.	E	A/I/R
	Experience of successfully accelerating the progress of students in your area	E	A/I/R
	Successful experience of monitoring, evaluating and improving student achievement at Key Stage 3 and Key Stage 4.	E	A/I/R
	Experience of successfully challenging underperformance of staff and students.	D	A/I/R
	Experience of coaching staff to develop their classroom practice.	D	A/I/R
	Experience of preparing and leading training sessions.	D	A/I/R
	Designing and developing resources to support learning.	E	A/I/R
	Successful teaching experience in the secondary phase - Good or Outstanding teaching under the new OFSTED framework	E	A/I/R
Qualifications	A Graduate with Q.T.S. status	E	/C
	'A' level in Geography	E	A/C
	'A' level grade in Geography at C grade or above	D	A/C
	Evidence of additional recent and relevant continuing professional development	E	A/I/R
Training	You will be able to demonstrate:		
	An up to date knowledge of the latest developments in pedagogy	E	A/I/R
Specialist Knowledge and Skills	Excellent subject knowledge in Geography	E	A/I/R
	High level communication, organisational and management skills	E	A/I/R
	An understanding of the factors contributing to successful outcomes in education for young people	E	A/I/R
	The ability to secure improvement in provision supported by the ability to analyse and interpret data effectively	E	A/I/R
	The ability to evaluate colleagues' work and provide supportive feedback to secure improvement	D	A/I/R

Key Element	Detail of personnel specification	Essential/ Desirable	Method
Specialist Knowledge and Skills (cont)	An understanding of equal opportunities in secondary education	E	A/I/R
	Skilled in the use of ICT and modern technologies and possessing understanding of its potential contribution to school provision and improvement	E	A/I/R
Personal Attributes	You will be able to demonstrate you are or have: An absolute belief and commitment in the capacity of every single child to be successful, and an understanding that every child really does matter	E	A/I/R
	Strong personal drive – a self-starter and a task completer; a 'can-do' positive attitude and approach	E	A/I/R
	A team player	E	A/I/R
	Personal impact and presence – a 'hands-on' approach	E	A/I/R
	Emotional intelligence with the ability to recognise and manage stress in self and others	E	A/I/R
	Commitment to learning for self and others and the development of own and others' skills and knowledge	E	A/I/R
	A liking for and the ability to inspire, enthuse and motivate members of the school and wider local community	E	A/I/R
	Commitment to professional development in self and others – to coach, mentor and support colleagues in managing and evaluating all areas of their professional roles	E	A/I/R
	Commitment to safeguarding young people	E	A/I/R
	Commitment to the principles of comprehensive and inclusive education	E	A/I/R
	Commitment to abide by and uphold the policies on Equal Opportunities; Health and Safety and Child Protection at Judgemeadow	E	A/I/R
	A willingness and ability to be flexible	E	A/I/R
	Openness, optimistic, energetic, and enthusiastic in demeanour and dealing with others	E	A/I/R
	Honesty, integrity and care in approach and in relationships – a desire to do the right thing because it is the right thing to do and not simply because it is required of them	E	A/I/R
	To enjoy working within an environment which is very challenging at times	E	A/I/R

Key: A = Application C=Certificates I = Interview R = References



Judgemeadow Community College

Job Description

TLR POST TITLE **Head of Humanities Department**

TLR LEVEL **1b**

TLR VALUE **£9,379**

STATUS OF THE POST

This is a middle leadership post which carries responsibility for a curriculum team. The postholder is accountable to the Headteacher and governors through a Senior Team link.

MAIN PURPOSE OF THE POST

In addition to those professional responsibilities which are common to all teachers in the school, the postholder's key accountability will be for raising the standards of teaching, learning and progress for students within the designated curriculum area of Humanities.

PROFESSIONAL RESPONSIBILITIES

The postholder will be required to exercise his/her professional skills and judgment to carry out, in a collaborative manner, the professional duties set out below: -

- ▶ To contribute to the strategic development of the school by implementing whole school new initiatives and monitoring and reporting on key outcomes.
- ▶ To build and develop a subject specialist team
- ▶ To provide clear, cohesive leadership and direction in teaching and learning in the curriculum area
- ▶ To be accountable for monitoring progress and organising appropriate action
- ▶ To ensure that the behaviour management policy is implemented in and around the department.

Making an impact on the educational progress of pupils beyond those directly assigned

- ▶ Supporting colleagues in developing innovative teaching strategies
- ▶ Ensuring curriculum continuity and progression in the curriculum area
- ▶ Monitoring the creation of Schemes of Work and ensuring regular evaluation of them.
- ▶ Ensuring that appropriate attainment targets exist for individual students and for KS3 & KS4 as a whole
- ▶ Ensuring that students experience an educational programme that is personalised to their particular needs identified through a robust assessment system
- ▶ To take responsibility and be accountable for standards, by tracking pupil progress and supporting individual pupils' learning needs.
- ▶ Monitoring progress of pupils and taking appropriate action
- ▶ Contributing to relevant sections of the SEF
- ▶ Liaising with external support agencies

Leading, developing and enhancing the teaching practice of others

- ▶ Monitoring the quality of teaching and learning through lesson observations, book trawls and analysis of pupil progress data
- ▶ Sharing judgements with teachers and support staff as appropriate
- ▶ Identifying key professional development needs within the team
- ▶ Ensuring that these are addressed through the provision of high quality CPD, coaching or mentoring

The postholder will be professionally accountable for the work of teaching and non-teaching staff in the department. In addition they will act as performance improvement team leader to individuals as set out in the college Performance Improvement documentation.

The postholder will be professionally responsible for any initial trainee teacher, Graduate teacher trainee or individual on work experience admitted to the department. This role may be delegated in part to an experienced member of the department.

BUDGET ACCOUNTABILITY

The postholder will be accountable for-

- ▶ The department budget as set out in the annual financial designation
- ▶ Oversight of the management of the Department stock and teaching resources.
- ▶ Planning and oversight of ordering resources obtaining best value for money

SUBJECT SPECIFIC RESPONSIBILITIES

- ▶ have a strategic overview of Geography within the whole school curriculum
- ▶ monitor the G&T / SEN provision within the subject
- ▶ support the professional development of subject teachers
- ▶ monitor teaching and learning
- ▶ liaise with the Awarding body, submit required documents and support staff in teaching the chosen spec.
- ▶ analyse GCSE results
- ▶ co-ordinate the evaluation and purchase of resources
- ▶ co-ordinate the setting of work for absent colleagues

AS HEAD OF HUMANITIES:

- ▶ have a strategic overview of subjects within Humanities and Humanities within the school
- ▶ support the professional development of subject leaders
- ▶ lead policies on behaviour and issues that affect the whole Department
- ▶ be the link with staff outside the Department (SMT, SFL, G&T, other HODs) and cascade information. Also present information from the Department to other groups
- ▶ construct the time-table, oversee group lists, and oversee the budget

This job description will be reviewed annually and may be subject to amendment or modification at any time after consultation with the post holder. It is not a comprehensive statement of procedures and tasks, but sets out the main expectations of the School in relation to the post holder's professional responsibilities and duties. Elements of this job description and changes to it may be negotiated at the request of either the Headteacher or the incumbent of the post.

We are committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment. All appointments are subject to satisfactory references and DBS checks.

Judgemeadow operates a Safer Recruitment Policy. Please be advised that if you are called to interview you will need to produce the following as evidence of your identity:

- photographic evidence i.e. passport or photocard driving licence
- Proof of address, i.e. utility bill or bank statement
- Teachers - proof of appropriate qualifications and QTS status (certificates) if applicable.

If you wish to apply for this post, please complete the attached application form and return it to us by the closing date: **noon on Monday 8th May 2017.**

An application form is attached. You may save a copy of the form to your computer or storage device by selecting 'save as' in the file menu, or print the form and complete by hand.

Thank you for your interest in this post.