

Job Description

Job Title:	Curriculum Leader – Creative Arts
School:	Beech Academy
Employer:	Nexus Multi Academy Trust
Salary:	MPS / UPS plus TLR 2a (£3527) & SEND allowance (£2787)
Responsible to:	Head of School

Responsible for:

- › Leadership and Management of the curriculum area of Creative Arts
- › Fulfil the professional responsibilities of a teacher, as set out in the School Teachers' Pay and Conditions Document
- › Ensuring that the Teachers' Standards are met and upheld within own classroom

All teachers must uphold the standards of personal and professional conduct at all times, ensuring honesty and integrity prevails in every situation. Teachers must maintain appropriate professional boundaries and respect the unique position of trust as a teacher at all times.

Duties and Responsibilities:

Subject Leadership

- › Ensure that, through leading and collaborating with others, a robust curriculum is in place in all Creative Arts subjects, meaning that pupils know more, remember more and are able to do more
- › Oversee the planning of the curriculum content, ensuring it is well sequenced to promote pupil progress
- › Ensure the planned curriculum is effectively and consistently implemented across the school and that quality assurance processes support this
- › Ensure there is an effective system of assessment that oversees the progress of pupils to ensure the curriculum has a positive impact on pupils' learning
- › Have an overarching responsibility for pupils' achievement and standards in the subject area
- › Ensure subject teachers are supported to be effective in their roles, including taking responsibility for their professional learning and development
- › Contribute to the academy's continuous professional development programme;
- › Contribute to the academy's quality assurance processes.

Teaching

- › Plan and teach well-structured lessons to assigned classes, following the school's plans, curriculum and schemes of learning
- › Be an excellent classroom practitioner and lead by example at all times
- › Ensure all lessons are effectively planned and delivered in-line with the school's model for teaching & learning.
- › Assess, monitor, record and report on the learning needs, progress and achievements of assigned pupils, making accurate and purposeful use of assessment
- › Adapt teaching to respond to the strengths and needs of pupils

- Set high expectations which inspire, motivate and challenge pupils
- Promote good progress and outcomes by pupils
- Demonstrate strong and up to date subject and curriculum knowledge
- Participate in arrangements for preparing pupils for external tests
-

Whole-school organisation, strategy and development

- Contribute to the development, implementation and evaluation of the school's policies, practices and procedures, so as to support the school's vision and values
- Actively participate in whole school self-evaluation and school improvement planning
- Make a positive contribution to the wider life and ethos of the school
- Work with others on curriculum and pupil development to secure coordinated outcomes

Health, safety and discipline

- Promote and prioritise the safety and wellbeing of pupils
- Maintain good order and discipline among pupils, managing behaviour effectively to ensure a good and safe learning environment

Professional development

- Take part in the school's appraisal procedures
- Take part in further training and development in order to improve own teaching
- Take part in the appraisal and professional development of others, where appropriate
- Engage in collaborative learning and development opportunities

Communication

- Communicate effectively with pupils, parents and carers and other colleagues

Working with colleagues and other relevant professionals

- Collaborate and work with colleagues and other relevant professionals within and beyond the school
- Develop effective professional relationships with colleagues

Personal and professional conduct

- Uphold public trust in the profession and maintain high standards of ethics and behaviour, within and outside school
- Have proper and professional regard for the ethos, policies and practices of the school, and maintain high standards of attendance and punctuality
- Understand and act within the statutory frameworks setting out their professional duties and responsibilities

Management of staff and resources

- Direct and supervise support staff assigned to them, and where appropriate, other teachers
- Manage the work of support professionals in the class to ensure they are effective practitioners and focused on teaching, learning and assessment.

Safeguarding

- Work in line with statutory safeguarding guidance (e.g. Keeping Children Safe in Education, Prevent) and our safeguarding and child protection policies
- Work with the designated safeguarding lead (DSL) to promote the best interests of pupils, including sharing concerns where necessary
- Promote the safeguarding of all pupils in the school

Other areas of responsibility

- Develop effective professional relationships with all key stakeholders including colleagues/parents/partners/external bodies and the wider community
- Participate in extra and co-curricular activities, in accordance with school policies and procedures
- Have a thorough understanding of the SEND Code of Practice and ensure this is reflected in teaching and contribute to the annual review process.

The post holder must at all times comply with the school's code of conduct.

Please note that this is illustrative of the general nature and level of responsibility of the role. It is not a comprehensive list of all tasks that the teacher will carry out. The postholder may be required to do other duties appropriate to the level of the role, as directed by the headteacher or line manager.

Person specification

CRITERIA	QUALITIES
Qualifications and training	<ul style="list-style-type: none"> - Degree - Qualified teacher status - Evidence of further relevant professional training
Experience	<ul style="list-style-type: none"> - Successful experience of subject leadership (Desirable) - Highly successful teaching experience - Leading teams / whole school initiatives / projects (Desirable) - Experience of using evidence-based research to underpin practice
Skills and knowledge	<ul style="list-style-type: none"> - Expert knowledge of the National Curriculum - Expert knowledge of curriculum design and planning - Understanding of high-quality teaching and learning strategies and the ability to model this for others and support others to improve - Knowledge of how to measure and assess the impact of the curriculum - Awareness of local and national organisations that can provide support with delivering the subject / curriculum enrichment - Ability to build effective working relationships with staff and other stakeholders - Ability to adapt teaching to meet pupils' needs - Ability to build effective working relationships with pupils - Knowledge of guidance and requirements around safeguarding children - Good IT skills - Effective communication and interpersonal skills - Ability to communicate a vision and inspire others
Personal qualities	<ul style="list-style-type: none"> - A commitment to actively demonstrating the school's core values in all that you do – ambition, integrity, endeavour, resilience, inclusivity - A commitment to achieving the best outcomes for all pupils - Uphold and promote the ethos and values of the school - Ability to work under pressure and prioritise effectively - Maintain confidentiality at all times - Commitment to safeguarding and equality