

## Job Description

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**Job title:** Subject Lead – Child Development

**Main purpose of job:**

The Subject Lead will be primarily responsible for establishing and supporting the KS4 resources and environment for learning within their subject on the Fambridge Road Campus (FRC).

**Department:** Social Science

**Location:** Plume Academy

**Position reports to:** Faculty Lead, Social Science

**Position is responsible for:** Child Development

**Length of contract:** Permanent, part-time or full-time with other teaching responsibilities.

**Salary:** Main – Upper Pay Scale plus TLR2A

## Key Responsibilities and Accountabilities

### Main Duties:

#### Curriculum Achievement

- To take full ownership for the management and upkeep of progress and attainment data for all their subject courses.
- To monitor the progress of students following their subject courses, planning and implementing intervention as necessary to ensure students make at least expected levels of progress.
- Ensuring that effective schemes of work are in place for each of their courses.
- Ensuring that teachers know the prior learning and achievement of the students at the beginning of each of their courses.
- Ensuring that teachers know the potential to achieve of the students based on prior achievement data.
- Ensuring that school curriculum policies for assessment, setting, target setting, recording and reporting are enacted within their subject courses.
- Ensuring that progression and continuity is achieved throughout all of their subject courses and between Key Stages.

#### Ethos and Environment

- Ensuring a consistent ethos in line with Plume Academy Code of Practice.
- Ensuring that the quality of appearance and order of any part of the Faculty allocated to your subject area is of a high standard.
- Lead and contribute to the academy's extracurricular offer
- Maintaining health and safety procedures.

#### Staff Development, Resources and Capitation

- Assisting the Faculty Leader in drawing up, the Faculty Improvement Plan, in line with the Whole Academy Improvement Plan



- Involvement in the allocation and organisation of resources within the Faculty, linked to their subject courses
- Planning and monitoring the effective deployment of Support Staff allocated to their subject in liaison with the line manager
- Involvement in accounts, ordering and maintaining stock, particularly where pertinent to their subject courses.
- Supporting, advising and providing opportunities for individuals within the Faculty to further their personal development.

### **Other Activities**

- Carrying out the duties determined by the Line Manager for monitoring and supporting classroom teachers within their Faculty.

### **General**

- To participate in the performance and development review process, taking personal responsibility for identification of learning, development and training opportunities in discussion with line manager
- To comply with individual responsibilities, in accordance with the role, for health and safety in the workplace
- Ensure that all duties and services provided are in accordance in the academy's Equal Opportunities Policy

**The Trustees are committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share in this commitment.**

**Person Specification**

<b>Person Specification - Qualifications and Experience</b>	<b>Essential</b>	<b>Desirable</b>
Has qualified teacher status with a degree qualification	✓	
Evidence of further professional study or leader experience		✓
Outstanding classroom teacher preferable with experience in all key stages	✓	
Evidence to confirm undertaking recent CPD in the area relevant to this post	✓	
Experience of successfully managing whole academy issues and initiatives	✓	
Experience of accurate year/key stage/subject self-evaluation and improvement planning in order to raise standards	✓	
Experience as a manager of leading, motivating and managing staff effectively to raise standards and evaluate the impact of initiatives(s)	✓	
Ability to hold people accountable and manage performance effectively	✓	
Experience of promoting excellence and challenging poor performance	✓	
Experience of managing staff and students to resolve conflict	✓	
Experience of responsibility in a curriculum area		✓
<b>Knowledge, Skills and Abilities</b>	<b>Essential</b>	<b>Desirable</b>
Ability to lead the development of behaviour and care strategies within the academy including leading CPD	✓	
Has the ability and ideas to ensure that Plume Academy continues to build upon its reputation	✓	
Demonstrates outstanding leadership traits and is comfortable as a team player	✓	
Knowledge of recent/current educational developments, initiatives and legislations and how they might impact upon the academy	✓	
Ability to utilise data effectively to monitor progress and evaluate performance	✓	
Up to date knowledge of curriculum and assessment developments	✓	
Has the knowledge, understanding and experience of additional support and outside agencies to assist in meeting pupils needs	✓	
Ability to initiate and lead change and maximise human and other resources	✓	
Has good organisation skills, the ability to delegate effectively and make sound judgements when working under pressure	✓	
Knowledge and understanding of safeguarding issues	✓	
Ability to involve parents/carers, trustees, teachers, pupils, and other stakeholders constructively in planning improvements for the academy	✓	
<b>Personal Qualities</b>	<b>Essential</b>	<b>Desirable</b>
Treats people fairly, equitably and with respect to maintaining positive working relationships	✓	
A proven record of sustained outstanding classroom practice, demonstrating significant value added to achievement levels	✓	
Ability to maintain trust and be highly respected by staff	✓	
Ability to chair meetings effectively and delegate	✓	
Has high expectations and shows a passionate commitment to developing the best in young people, with a relentless focus upon ensuring outstanding attainment and outcomes	✓	
A creative and imaginative thinker who has the ability to identify innovative solutions to problems	✓	
Has a record of successful working with parents as partners in learning	✓	
Committed to on-going research into strategies that can be adapted for successful implementation at Plume Academy	✓	
High level of communication skills both written and verbal and ability to address a range of audiences	✓	
Commitment to safe-guarding and promoting the welfare of young people	✓	