T**HE HOWARD PARTNERSHIP TRUST**

***‘Bringing out the Best’***

**THOMAS KNYVETT COLLEGE**

**JOB PROFILE – Faculty Leader**

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| **Job Title:** | Faculty Leader of Science | | | |
| **Reporting to:** | SLT Line Manager | | | |
| **Salary:** | MPS/UPS plus TLR1b £10,202 | | | |
| **Job Purpose:** | * To ensure that all staff within the faculty provide high-quality teaching and learning that supports students to make as much progress as possible * To lead and develop a team and participate in activities that support the improvement priorities of the school * To consistently maintain the Teacher Standards | | | |
| **Key accountabilities** |  | | | |
| **Strategic Leadership** | **Teaching and Managing Student Learning** | **Assessment and Evaluation** | **Professional Development** | **Communication** |
| * To develop, promote and monitor whole school policies and procedures with specific responsibility for improving the quality of teaching and learning within the faculty * To audit and plan the curriculum provision and enrichment within the faculty * To identify areas for improvement within the faculty and contribute to whole-school self-evaluation and improvement planning * To set expectations and targets for staff and students in relation to student achievement and monitor progress towards these targets * To contribute to the appointment of staff to the faculty * To deploy teaching and support staff within the faculty * To carry out Performance Management in line with whole school procedures * To manage a budget and oversee effective allocation of material resources within each department | * To ensure that teaching and learning within the faculty is of a consistently high standard and provides challenge and engagement * To create, review and update effective schemes of work for all key stages which support the highest quality teaching and enable progression for all students * To observe and analyse classroom practice, offering targeted support when necessary in line with whole school Quality Assurance procedures * To develop students’ communication, literacy and numeracy skills * To keep abreast of new curriculum thinking (including KS2) and examination specifications * To promote the use of the O365 and extra-curricular opportunities to extend learning beyond the classroom * To manage student behaviour, sanctions and rewards within the faculty in line with school policy | * To establish and implement clear practices for assessing, recording and reporting on student progress in line with school policy * To lead the implementation of intervention strategies to ensure outstanding progress for all students | * To role model outstanding classroom practice * To inspire and motivate staff within the faculty and develop a cohesive team * To promote collaborative working within the faculty, with other subject areas and other THPT schools | * To attend regular line management meetings with the faculty line manager * To organise faculty meetings ensuring the focus is on the improvement of Teaching and Learning * To establish effective communication with parents / carers * To develop lines of communication between feeder schools and faculty staff to ensure continuity and progression. * To attend parent / information evenings in line with role |

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| **Subject Specific Information** |
| **Science Faculty**  We are a very lively and supportive faculty of six subject-specialist teachers with a vast range of experience and expertise in the field of Science Education and two science technicians.  All members of the team work closely together and collaborate fully with planning and in other areas of T&L to share best practice. The 8 science labs are equipped with relevant specialist equipment and an interactive whiteboard. We make full use of science specific online platforms and Microsoft Teams to encourage independent learning both within and beyond the classroom.  We follow the Edexcel GCSE specification for both Combined Science, which presents Biology, Chemistry and Physics in separate teaching and learning units as well as the possibility for students to study the Triple Science route where appropriate.  All staff are based in their own science lab. |

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| **Additional Information** |
| * For details of how the school day is structured, please see school specific websites. * The majority of staff will be form tutors * For more information about Thomas Knyvett College ([www.thomasknyvett.org](http://www.thomasknyvett.org) ) |

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**PERSON SPECIFICATION – HEAD OF SUBJECT**

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| **Qualifications & Training** | **Essential** | **Desirable** | **How assessed** |
| Qualified teacher status | ✓ |  | Application |
| Relevant specialist qualifications in your subject | ✓ |  | Application |
| Commitment to CPD and improving practice through reflection | ✓ |  | Application / Interview |
| Thorough knowledge and understanding of curriculum requirements and developments within your own subject specialism | ✓ |  | Application / Interview |
| Experience as a form tutor and / or pastoral work |  | ✓ | Application / Interview |
| **Skills and abilities** | **Essential** | **Desirable** | **How assessed** |
| To be able to teach lessons which consistently meet the Teacher Standards | ✓ |  | Application / Interview |
| Demonstrable experience of improving student outcomes | ✓ |  | Application / Interview |
| Experience of carrying out monitoring and evaluation of colleagues |  | ✓ | Application / Interview |
| Experience of leading CPD opportunities for colleagues |  | ✓ | Application / Interview |
| To use a variety of strategies to engage students and promote a stimulating learning environment | ✓ |  | Application / Interview |
| To lead a team, inspiring others and to promote faculty / department procedures | ✓ |  | Application / Interview |
| To be a confident user of IT as a teaching tool | ✓ |  | Application / Interview |
| To contribute to the wider life of the faculty / department and whole-school, supporting extra-curricular and intervention initiatives | ✓ |  | Application / Interview |
| **Personal Attributes** | **Essential** | **Desirable** | **How assessed** |
| Excellent communication skills with the ability to relate well to students and adults | ✓ |  | Application / Interview |
| Ability to make effective use of data and develop timely and relevant intervention strategies to promote student progress | ✓ |  | Application / Interview |
| Energy, enthusiasm, determination and an insistence on high standards | ✓ |  | Application / Interview |
| Have a growth mindset | ✓ |  | Application / Interview |
| Be able to work under pressure, prioritise and manage time effectively | ✓ |  | Application / Interview |
| **Safeguarding** | | | |
| The successful candidate will be subject to a satisfactory enhanced disclosure from the Disclosure and Barring Service (DBS).  The Howard Partnership Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment | | | |