



Walbottle Campus Job Description

Job Title	Head of Physics
Reports To	Assistant Head Teacher - Science
Hours of Work	Full Time
Level and Scale Point	TLR 2c
RESPONSIBLE FOR:	<p>Continued delivery of high quality learning and teaching in Physics:</p> <ul style="list-style-type: none">• Leading learning: - monitoring the use of data and assessment strategies to measure student progress.• Leading teaching: - developing the teaching practices of others through review, staff development and recognition.• Leading curriculum development: - accountability for reviewing, planning and implementing changes of curriculum delivery.• Leading staff: - having line management responsibility for other subject teachers.
MAIN DUTIES:	The following list is typical of the level of duties, which the post holder will be expected to perform. It is not necessarily exhaustive and other duties of a similar type and level may be required from time to time.

Leading Learning	<ul style="list-style-type: none">• To contribute to the development of a departmental ethos of high expectation and achievement that reflects whole school policy and principles.• To use data to inform groupings to set individual learning targets for students and to review whole department progress and targets.• To manage the implementation of whole school policies of Assessment for Learning and Leading in Learning.• To ensure the regular monitoring of student progress to provide feedback to students and parents.• To ensure a stimulating learning environment within science and ensure current student work is prominently displayed.• To ensure that learning is inclusive and takes account of the individual needs of all students, ranging from those with learning difficulties to those with special talents.• To encourage off-site learning and to ensure that all requirements for educational visits are adhered to.
Leading Teaching	<ul style="list-style-type: none">• To maintain high levels of personal subject expertise and to act as a model practitioner, subject trainer and networker in order to identify and share good practice.• To lead staff in the use of a wide range of approaches to the technology of teaching.• To lead and support staff in the department's implementation of the school behaviour policy.• To monitor the quality of teaching within the subject area, to celebrate and disseminate good practice and to challenge poor performance if it occurs.
Leading Curriculum Development	<ul style="list-style-type: none">• To be an advocate for the subject, and to deputise, as necessary, for the Head of Faculty at meetings other instances as required.• To maintain a continuous quest to seek improvement through curriculum design and delivery and to prepare and lead staff through any changes that occur.• To lead curriculum development and delivery for the subject area.
Leading Staff	<ul style="list-style-type: none">• To support new staff, including ITT students, to become happy, valued and valuable members of the department.• To support the Director of STEAM in the 1:1 monitoring meetings, including on-going evaluation of self and other staff.• To manage the appraisal process for a given number of department staff, including the identification of their cpd needs and regular 1:1 meetings.• To direct other staff, including support staff and learning support assistants, on a day to day basis.• To support the Director of STEAM in monitoring the consistent application of whole school policies by staff.



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Person specification

Area	Essential	Desirable
Qualifications and training	<ul style="list-style-type: none">• Qualified Teacher Status.• Science related Degree.• Relevant CPD over last three years.	<ul style="list-style-type: none">• Further professional qualification, evidence of further study.• Knowledge/Experience of planning, supporting and leading professional development for teaching staff.
Experience	<ul style="list-style-type: none">• Experience of leadership and management.• Teaching KS3, KS4 and KS5 Physics.• In-depth knowledge of the Physics curriculum.• Consistent record of raising standards.• Leading/promoting Independent Learning• Consistently good/outstanding teaching.	<ul style="list-style-type: none">• Successful management of change.• Leading creatively.• Knowledge/experience of monitoring and evaluating staff and student performance.• Knowledge/record of managing and promoting curriculum development.• Sound knowledge of the Science curriculum.
Knowledge and skills	<ul style="list-style-type: none">• Proven strong teaching, leadership and management skills.• Ability to communicate effectively orally and in writing.• ICT Literate.• Ability to form good relationships with parents, adults and students.• Ability to work collaboratively within a team and when necessary, resolving conflict.• The ability to use data as a tool for school improvement.• Understanding of new and emerging technologies support learning and teaching.• Principles and strategies of faculty improvement• Strategic Development Planning Process• Strategies for ensuring inclusion and diversity• Self review and evaluation procedures as applied at faculty level.• Identification and intervention strategies which ensure student achievement.• Sound knowledge of current national policies	<ul style="list-style-type: none">• Good time Management• Proven ability to create conditions for sustained improvement.• The ability to use ICT creatively to promote student engagement and achievement.• Strategies for raising achievement and achieving excellence.

Personal qualities	<ul style="list-style-type: none"> • Sense of humour and perspective • Enthusiastic. • Inspires others. • Approachable. • The ability to be a positive team member as well as team leader. • The use of a range of evidence, including appraisal to support, monitor, evaluate and improve aspects of school life, including challenging poor performance. • Combination of the outcomes of regular school self review with external evaluations. • Inspire, challenge, motivate and empower others to carry the vision forward. • Model the vision and values of the school. • Demonstrate personal enthusiasm for and commitment to the learning process. • Access, analyse and interpret information. • Resilience. • Loyalty to the Leadership Team and the Governing Body. 	<ul style="list-style-type: none"> • Understanding the work of the school governors.
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Prepared by:

Name:	Tracey Gray	Date:	September 2018
Title and/or department:	Director of Support		

Note: This job description is not exhaustive and will be subject to periodic review. It may be amended to meet the changing needs of the school. The post-holder will be expected to participate in this process and we would aim to reach agreement on any changes.