

# **Gosforth Central Middle School**

## **Job Description**

<b>Post Title:</b>	Head of Drama
<b>Payscale:</b>	Main/Upper Payscale with TLR Payment Level 2a
<b>Responsible to:</b>	Headteacher
<b>Responsible for:</b>	Teachers who teach drama
<b>Job Purpose:</b>	To be accountable for educational progress of learners within drama by effectively leading teaching and learning and developing the drama curriculum. They will inspire and support colleagues in the drama department in relation to teaching, curriculum implementation and professional development.

### **Main Responsibilities:**

The following list is typical of the level of duties that 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.

### **General**

- Carry out the professional duties of a Teacher as set out in the School Teachers' Pay and Conditions Document. Carry out teaching duties in accordance with the school's schemes of work and the National Curriculum.

### **Lead Teaching and Learning Responsibilities**

- Lead by example and hold the necessary skills to maintain and update innovative and challenging schemes of work.
- Lead, develop and enhance the professional development of teaching and non-teaching staff through monitoring/evaluation and promoting improvement strategies to secure effective teaching and learning.
- Collaboratively monitor and moderate the assessment of pupil progression.
- Champion best practice and promote the highest standards of teaching and learning including the use of the latest teaching techniques and approaches in drama.
- Work with the inclusion team to ensure that differentiation is matched to individual pupils' needs.

- Facilitate an ethos within the team that encourages staff to work collaboratively, share knowledge and understanding, celebrate achievements and accept responsibility for outcomes. Develop an open-door policy of observation and sharing ideas, creating opportunities for the sharing of best practice.
- Organise coordinating and/or contributing to opportunities for pupils to share their talents within and beyond the school community.

## **Generic Responsibilities**

- Establish a purposeful and safe learning environment and manage learners' behaviour constructively by establishing and maintaining a clear and positive framework for discipline and a supportive culture in line with the school behaviour policy.
- Plan effectively in the short, medium- and long-term and prepare effective learning sequences and skills based work across a series of lessons to ensure coverage of the curriculum and the differentiated needs of learners are met.
- Reflect on the success of teaching strategies, individual lessons and Schemes of work in meeting the needs of students, including implementing inclusive practices, to ensure that the diverse needs of learners are met and excellence and enjoyment is achieved. Deliver lessons to groups of learners or classes. Demonstrate the positive values, attitudes and behaviour expected from learners.
- Assess, record and report on the development and progress of learners and analyse relevant data to promote the highest possible aspirations for learners and target expectations and actions to raise learners' achievements. Provide timely, accurate and constructively feedback on learners' attainment, progress and areas of development.
- Demonstrate ongoing development and application of teaching practice, expertise and subject specialism and/or phase knowledge to enrich the learning experience within and beyond the teacher's assigned classes.
- Communicate effectively and work collaboratively within and beyond the classroom with support staff (including directing their day-to-day work), teachers, other stakeholders, to enhance teaching and learning and promote the positive contribution and well-being of learners.
- Contribute to the development and implementation of priorities, policies and activities in order to enable the achievement of whole school aims.
- Promote the safeguarding and welfare of children and young persons the post holder comes into contact with. Be aware of school policies and other guidance on the safeguarding and promotion of wellbeing of children and young people. Take appropriate action where required.

- Promote and implement policies and practices that encourage mutual tolerance and respect for diversity in all aspects of employment and service delivery.

**In addition, Upper Pay Spine teachers are expected to:**

- Make significant contributions to implementing workplace policies and practice and to promote their implementation.
- Give advice on the development and wellbeing of children and young people, if required.
- Promote collaboration between colleagues and contribute to their professional development through coaching and mentoring, demonstrating effective practice, and providing advice and feedback.

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