

**POST TITLE:** Lead for English

**POST RESPONSIBLE TO:** Assistant Principal

**APPLICATION CLOSING DATE:** Wednesday 14th May 2025

**INTERVIEWS:** Thursday 22nd May 2025

**ALLOWANCE:** TMS/UPS and allowance of TLR 2B

**START DATE:** 1st September 2025

### **Core Purpose**

We are looking to appoint a highly driven and passionate leader who can demonstrate exceptional professional practice and excellent student outcomes.

### **Key Accountabilities**

- To provide clear, cohesive leadership and take responsibility for the academic standards in English.
- To develop a strong, positive and shared vision for the department's direction.
- To manage and motivate teaching and support colleagues in developing innovative teaching strategies to enhance the quality of teaching, learning and achievement.
- To understand and have experience of delivering the curriculum.

### **Strategic responsibilities**

- To use data effectively to identify students who are underachieving and implement effective intervention strategies.
- To develop and implement policies and practices for the department to improve achievement and create effective and cohesive teaching and learning.
- To establish a clear and shared understanding of the importance of the subject and its contribution to students' development across the Academy.
- To review and revise short, medium, and long-term plans for the development and resourcing of the department.
- To monitor the progress made towards the Department Development Plan, evaluate the impact on teaching and learning, and use this analysis to inform future improvement.
- To lead the development of the Department training plan to promote targeted continuous professional development and suitable improvement planning for both teaching and non-teaching members of the department.
- To manage the development and accountability of team members through the Academy Appraisal system.

### **Academy-based responsibilities**

- To support and actively promote the vision, ethos, and policies of the Academy and promote high levels of achievement.
- To contribute to improving the attitudes and behavior of students and to use the whole school behavior policy in setting high standards and expectations for students.

### **Department-based responsibilities**

- To lead, develop, and support a productive, positive, and effective team of staff that encourages openness, shared and delegated decision-making, and a sense of common purpose.
- To ensure curriculum coverage, continuity, and progression for all students and raise standards of attainment across the full age and ability range.
- To establish clear policies and practices for assessing, recording, and reporting on pupil achievement and to ensure methods are standardised across the department.
- To provide all teachers in the department with support, challenge, information, and motivation to secure consistent improvement in teaching through individual quality development plans.
- To ensure that the aims of the English schemes of learning and the knowledge, skills, and attitudes to be imparted to students through the Department, are in keeping with the general aims of the Academy.
- To play an active part in ensuring that all students are working to their potential and achieving improved standards.
- To communicate effectively and efficiently within the department and other Faculty areas in the Academy.
- Run effective meetings for the team, ensuring the provision of agendas and minutes.
- To consider the Department's annual budget, monitor expenditure, and be aware of the resource needs of the Department.

### **Teacher-based responsibilities**

- Teaching, according to their educational needs, the students assigned to you, including the setting and marking of creative works.
- Providing guidance and advice to students on educational and social matters and on their further education and future careers, including information about sources of more expert advice on specific questions; making relevant records and reports.
- Communicating and consulting with the parents/guardians of students.
- Communicating and cooperating with persons or bodies outside the Academy.
- Maintaining good relationships with the students and excellent behaviour for learning, safeguarding their health and safety both when they are authorised to be on the College premises and when they are engaged in authorised College activities elsewhere.