

THE BUSHEY ACADEMY

JOB DESCRIPTION AND PERSON SPECIFICATION

Subject Leader

The Academy Vision

The Bushey Academy is a learning focused community where happiness is derived from achievement and positive self-esteem. It is a place where individuals develop the confidence in themselves and the understanding of others around them to be active contributors to society. The innovative and individually targeted curriculum, built around the specialism of business and communication, allows all students to succeed in their own areas of strength; the academy houses give everyone the chance to shine outside the classroom; and in all areas individual enterprise and endeavour are both expected and rewarded, ensuring that students and staff at the academy are 'proud to belong'.

Job Description

Generic/Teachers

All teachers are expected to:

- Carry out the duties of a school teacher as set out in the Pay and Conditions Document and subject to any amendments due to Government legislation.
- Uphold the academy's principles and policies which underpin good practice and the raising of standards.
- Demonstrate a thorough and up to date knowledge of the teaching of your subject and take account of wider curriculum developments which are relevant to your work.
- Consistently and effectively plan lessons and sequences of lessons to meet students' individual learning needs.
- Consistently and effectively use a range of appropriate strategies for teaching and classroom management.
- Consistently and effectively use information about prior attainment to set well-grounded expectations for pupils and monitor progress to give clear and constructive feedback.
- Demonstrate that, as a result of your teaching, your students achieve well, relative to the students' prior attainment.
- Take responsibility for your professional development and use the outcomes to improve your teaching and students' learning.
- Make an active contribution to the policies and aspirations of the academy.
- Undertake any other task reasonably requested by the Principal.

Responsibilities of the Subject Leader:

- to strategically lead the department to ensure high standards and achievement.
- to promote the aims, objectives, ethos and public image of the academy.
- to establish the highest standards of attainment, attendance, behaviour and commitment for all students in the department in liaison with the Heads of House.
- to promote effective learning, high achievement and a sense of community across the department.
- to ensure effective and personalised support for learning for all students in the department.
- to elicit the support of all parents and carers as active partners in children's learning.
- to monitor student progress and plan effective interventions where appropriate.
- to implement Learning Quality Assurance across the department.
- to be able to teach across the full range of ages and abilities.
- to act as a role model in leading staff in own high quality teaching.
- to develop Assessment for Learning throughout the department.
- to set expectations for staff and students in relation to standards of achievement and the quality of teaching.
- to be as visible and accessible as possible throughout the school day to provide encouragement and support for students' learning and an ongoing focus on the academy's ethos and expectations.
- to ensure the department creates, consistently implements and improves Schemes of Work which encapsulate the academy learning strategies and educational developments.
- to develop and implement strategies that enable all students to become more effective learners.
- to develop and implement intervention and support strategies that help to eliminate under-achievement by individual students.
- to promote and celebrate the achievements of all students within the department.
- to promote the use of positive behaviour management strategies that directly support effective teaching, learning and discipline and take responsibility for maintaining positive behaviour within the department.
- to maintain a safe, secure and positive working environment for staff and students whilst ensuring staff and students are accountable for progress and results.
- to contribute to the overall leadership of the academy through appropriate forums and meetings.
- to identify students who are underachieving and, where necessary, aid the creation and implementation of effective intervention plans.
- to establish and implement clear policies and practices for assessing, recording and reporting on student achievement and to assist students in setting targets for further improvement.
- evaluate the standards of teaching and learning, in line with the procedures in the Academy self evaluation policy and use this analysis to take action to improve further the quality of teaching;
- to promote extra-curricular activity and engagement.
- to undertake any other task reasonably requested by the Principal.

Person Specification		
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	Essential	Desirable
Knowledge and Understanding		
Good awareness of current educational developments	✓	
Clear understanding of current issues related to the subject	✓	
Ability to plan lessons effectively	✓	
An understanding and commitment to the ethos of the Academy	✓	
Evidence of high level classroom skills	✓	
Skills, Qualifications and training		
Qualified Teacher Status	✓	
Courses of further study relevant to the post		✓
Qualification in the relevant subject	✓	
Evidence of active involvement in professional development	✓	
Excellent organisation skills	✓	
Excellent ICT skills		✓
Clear evidence of leadership	✓	
Attributes		
Excellent record of attendance	✓	
Ability to work well in a team	✓	
A sense of humour		✓
Ability to think originally and creatively	✓	
Positive attitude	✓	
Energy and enthusiasm	✓	
Warmth and sensitivity		✓
Excellent rapport with students	✓	
Commitment to the Academy and the students we serve	✓	
A belief that students come first	✓	

Whilst every effort has been made to explain the accountabilities and responsibilities for this post, each individual task may not be identified. This job description is current but, following consultation with you, may be changed by the Principal to reflect or anticipate changes in the post which are commensurate with the salary and job title.