

JOB DESCRIPTION



Job title:	Head of Faculty - Social Science
Reports to:	Headteacher / SLT
Salary:	MPS/UPS + TLR2c (£6,696)

Main Purpose Of Job

The main purpose of the Head of Faculty is to ensure the faculty's curriculum intent and implementation are embedded securely and consistently across the social sciences curriculum and that teachers have a common understanding of what this means for their practice. Students within the faculty, particularly the most disadvantaged and those with SEND, should consistently achieve exceptionally well.

Ethos and Values

As a leader within the school the post holder will up hold the core purpose of the school "realising potential, creating the future" in particular they will:

1. Act as an ambassador in promoting and celebrating the work and achievements of students, the school and the trust.
2. Ensure the vision for the school and the trust is shared, understood and acted upon effectively by all members of the faculty.
3. Demonstrate high expectations of students and staff, a commitment to professional learning and continuous improvement.
4. Model the school's commitment to excellence, independence and opportunity in everyday work and practice.

Responsibilities

- Ensure high standards through provision which maximises the progress and achievement of all pupils.
- Make sure teaching spaces and all areas used by the faculty are well presented, well organised and create an aspirational environment for independent and creative learning
- Ensure that students are well behaved and stay safe in faculty areas.
- Ensure teaching is well planned, effective, challenging and enables students to make good or better progress through effective use of targets, lesson design and assessment.

- Ensure that all teachers in the faculty plan quality first teaching to narrow attainment gaps, meet the needs of all students and actively contribute to the personal development and acquisition of cultural capital of students.
- Develop and keep under review the curriculum to ensure that learning is challenging, engaging and matched with need including meeting the requirements of exam boards.
- Monitor and evaluate the work of the faculty through observation, work scrutiny, discussion with students and data analysis to identify good practice and areas for further improvement; take a key role in the faculty review process; respond to pupil and parental feedback; keep the self-evaluation and improvement plans up to date
- Set an expectation of continuous improvement in teaching and learning for every teacher.
- Ensure the effective appointment and deployment of staff and organisation of curriculum time and student groupings.
- Ensure that new staff are properly inducted into the working practices of the faculty and the school.
- Ensure that the school's appraisal system operates effectively in the faculty and that the faculty provides training and development in response to need.
- Ensure that the faculty is proactive in responding to safeguarding and health and safety issues
- Undertake other reasonable duties with regard to the education of pupil as required by the Head Teacher.

Safeguarding:

South York Multi Academy Trust is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and we expect all staff and volunteers to share this commitment.

Person Specification

Head of Faculty - Social Science

	Essential	Desirable	Evidenced A – Application I – Interview R – references P – Presentation
Be educated to good Honours degree level and have taught across the age and ability range, up to and including A level	✓		A
Be committed to raising standards of achievement and participation in social sciences and to promote social sciences across the school	✓		I, R
Be able to promote a creative learning culture which embraces new technologies and promotes skills development among students	✓		A, I
Have line management experience or have responsibility for an area of development or specific initiative	✓		A, I
Be able to work closely with range of staff within school		✓	A, I
Have evidence of recent CPD relevant to a leadership post and a thorough knowledge and understanding of current, relevant educational issues		✓	A, I
Exemplify the highest professional standards and act as a role model and ambassador for the school demonstrating excellent oral and written communication skills	✓		A, I, R
Possess excellent leadership and management skills with the ability to inspire, lead and work in a variety of teams	✓		A, I, R
Be committed to raising student aspiration and achievement	✓		A, I
Work positively and in partnership with parents, governors and the community	✓		A, I
Be an agent for change and innovation	✓		A, P, R
Possess a positive approach to school improvement and excellence and have high expectations of yourself and others	✓		A, I, R
Be an excellent communicator	✓		A, I, R
Be a leader able to deliver a vision but also complete detailed plans and meet deadlines	✓		P, R
Lead by example and challenge underachievement effectively through support and accountability dealing sensitively to resolve conflicts and problems	✓		A, R
Promote Equal Opportunities and safeguarding	✓		R, I
Demonstrate understanding of the issues affecting 11-18 year old students.	✓		A, I
Proven record of a positive approach	✓		A, I, R
Record of excellent achievement in results, student progress and classroom teaching	✓		A, R
Leadership of, or contribution to, extra-curricular visits and activities	✓		A, R