

JOB DESCRIPTION & SPECIFICATION

Academy:	Darwen Vale High School
Job Title:	Teacher of Boys PE/ Head of Department
Reporting to:	SLT Line Manager
Contract Basis	Full Time. Permanent.

Overall Purpose of the Role:

To be responsible for managing the PE Department

To Liaise with SLT, HODs, HOYs, SENDCO, subject staff, support staff.

To strategically plan for the development of the following areas demonstrating impact of these on learning and progress of pupils.

To narrow the gaps in the achievement of all groups of learners through:

- Securing high quality teaching which directly impacts upon pupil progress
- Curriculums which facilitate the progress of all learners
- Ensuring responsive interventions across your subject
- To work with other colleagues to maximise positive work ethic and a love of learning for your subjects

Key Duties:

In addition to the development of further strategic ideas your key responsibilities will include:

- Working with the Senior Leaders and subject staff to establish short, medium and long term plans for the development and resourcing of your subject and ensure their effective implementation
- To be a Leader of Learning – with a clear picture of the ‘quality’ of learning in your subject area and a renewed vision of what ‘outstanding’ looks and feels like.
- To be an expert of the teaching and learning standards and uphold those standards to the highest level consistently and constantly targeting areas of improvement with striking impact.
- Provide guidance on the choice of appropriate and effective teaching and learning methods so that the needs of all pupils are addressed and teaching is high impact
- Evaluate the quality of teaching against the teaching standards and directly address where the two do not match through coaching, highlighting CPD opportunities, and supporting both informal and formal support plans

JOB DESCRIPTION & SPECIFICATION

- Ensure that schemes of learning are being delivered appropriately and teachers and pupils are clear about the learning and teaching objectives and progress made towards them
- Ensure the development of reading, writing, mathematics and communication in schemes of learning and the delivery of lessons
- Use data effectively to identify pupils who are underachieving in the subject and, where necessary, create and implement effective plans of action to support them
- Have a clear understanding of expected levels of progress of all learners in order to hold subject staff to account for the progress of the pupils they are responsible for
- Ensure examination entries are completed to deadline and are correct
- Ensure that records of individual pupils' progress are being maintained by all staff according to departmental and academy policies
- Ensure all pupils know their individual targets and how to reach them
- Ensure support for pupils in subject areas is appropriate including differentiation and the level of challenge
- Ensure learning environments are positive, up to date and a rich learning tool
- Work with SLT to effectively Quality Assure teaching and learning to support the staff and academy on its rapid improvement journey.
- Ensure setting and staffing is appropriate to pupils needs and targets for expected levels of progress
- Regularly review the specification offer for pupils in light of their needs, abilities and aspirations
- Ensure staff effectiveness and accountability through team working and mutual support; and by devolving responsibilities and delegating tasks as appropriate
- Managing staff absence effectively including setting work where appropriate and ensuring any cover has required resources
- Provide appropriate induction for new staff, new post holders or initial teacher or academy direct trainees and assign professional mentors alongside the teacher training lead.

Other Responsibilities

- Manage performance and tackle areas of underperformance, particularly any weaknesses
- Have a relentless focus of learning and teaching to ensure rapid and sustained progress of all learners
- Articulate the vision of the academy consistently demonstrating high expectations and aspirations for both pupils and staff
- To create an attractive and safe environment which stimulates learning and contribute, and encourage others within the department to help market the success in your department
- Establish a fair and transparent rationale across the subject for the effective deployment of staff

JOB DESCRIPTION & SPECIFICATION

- Establish resource needs across the subject and advise the Senior Leaders of priorities for expenditure. Monitor the use of resources across the subject to ensure best value.
- Manage the working environment and ensure that this is safe and that risks are properly assessed and minimized.

Accountability:

- Direct line manager – weekly – support and challenge on the development of your strategic ideas and the impact of developments
- OFSTED to contribute to all areas of demonstration of impact as prescribed by the head Teacher but particularly those relating to your core tasks
- In relation to the community:
 - (a) attending academy events and represent academy at wider community events
 - (b) developing and maintaining positive relationships with the community
 - (c) ensuring that the academy recognises and meets its responsibilities to the life of the local community
 - (d) promoting a positive image of the academy
- In relation to parents and those with parental responsibility:

work with the Principal in:

 - (a) building an effective partnership between parents the academy, recognising them as the first educators of their children
 - (b) enhance the provision of information to parents about how the academy functions, and the progress of their children

In relation to Aldridge Education Multi Academy Trust

 - (a) to liaise and work in partnership with officers and support services to include monitoring and evaluation in the academy

In relation to other academies, colleges and educational bodies:

 - (a) by promoting continuity of learning and progression of achievement and curriculum development
 - (b) by maintaining effective relationships with other academies, and especially with other academies in matters of common concern

maintain effective relationships with other stakeholders
- In relation to the community:
 - (e) attending academy events and represent academy at wider community events
 - (f) developing and maintaining positive relationships with the community
 - (g) ensure that the academy recognises and meets its responsibilities to the life of the local community

promote a positive image of the academy

Operating at all times within the stated policies and practices of Darwen Vale and the wider Trust.

Abiding by and practicing the Aldridge Education Operating norms:

JOB DESCRIPTION & SPECIFICATION

- We are Aldridge Education
- The standard is excellence
- We champion equality
- We're in the work together
- We behave with integrity
- We lead by example
- We use time well

Equal Opportunities

- To know and adhere to the Darwen Vale equal opportunities policy and equalities legislation and implement in relation to job responsibilities in employment and service delivery.

Health and Safety

- To take reasonable care for his/her own health and safety and any other person(s) who may be affected by his/her acts or omissions at work, in accordance with the Health & Safety legislation.
- To co-operate with the Darwen Vale insofar as is necessary to enable it to comply with its duties under relevant health and safety legislation.

Safeguarding of Children Young people and Vulnerable Adults

To be aware of and work in accordance with the Darwen Vale safeguarding child protection policies and procedures in order to safeguard and promote the welfare of children and vulnerable adults and to raise any concerns relating to such procedures which may be noted during the course of duty.

The post holder will be required to have a valid Enhanced Disclosure and Barring Service (DBS) certificate and be re-checked every 3 years as per Darwen Vale procedures.

JOB DESCRIPTION & SPECIFICATION

Requirements	Essential	Desirable
Education		
Qualified Teacher Status	X	
Relevant Degree	X	
Experience of teaching in the 11-16 sector	X	
PROFESSIONAL KNOWLEDGE AND UNDERSTANDING		
Applicants should be able to demonstrate a good knowledge and understanding of the following areas:		
Has an understanding of current educational issues	X	
Strategies for raising standards	X	
Effective learning and teaching strategies	X	
Knowledge of the Secondary Curriculum	X	
Use data effectively	X	
Effective user of ICT.	X	
Show awareness of whole school issues	X	
The ability to translate vision into practice	X	
Developed partnerships with stakeholders	X	
Excellent subject knowledge and awareness of the latest initiatives in that subject	X	
Able to deliver GCSE PE	X	

JOB DESCRIPTION & SPECIFICATION

EXPERIENCE AND CURRENT PRACTICES		
Applicants should be able to demonstrate from their experience and current practice the ability to		
Prioritise, plan and organise	X	
A passion for Physical Education which is demonstrated in the classroom	X	
Act as a role model for pupils and staff by setting high personal and professional standards	X	
Motivate and inspire pupils, staff, parents, governors and the wider community	X	
Deal sensitively with people and resolve conflicts	X	
Use a variety of leadership styles in different situations and understand their likely effects.	X	
Be able to demonstrate impact of teaching and learning on progress	X	
Be committed to providing high quality feedback to all learners and leading by example in this area	X	
Experience of development of the curriculum or pastoral care, including awareness of how specialisms such as Entrepreneurship can be developed across the school/academy		X
Experience of Quality Assurance processes and monitoring and managing staff performance		X
Successful leadership of transformation and change management		X
SKILLS AND PERSONAL QUALITIES/CHARACTERISTICS		
Applicants should be able to demonstrate from their experience and current practice the ability to		
Enjoy working with, and for, young people, as well as adults	X	

JOB DESCRIPTION & SPECIFICATION

Be an excellent classroom practitioner able to secure pupil engagement in learning	X	
Have the imagination, energy and capacity for hard work together with an enthusiasm to take on developments and challenges	X	
Demonstrate the ability to identify tasks, and move projects forward to successful completion	X	
Possess excellent communication skills. Able to engage a variety of audiences	X	
Ability to analyse issues and to think both creatively and strategically	X	
Be a problem solver	X	
Ability to apply and adapt national initiatives in a local context	X	
A commitment to comprehensive and inclusive education	X	
Be good at completing tasks, as well as starting them	X	
Be willing to contribute to activities outside the timetable	X	
Personable, approachable, whilst still inspiring respect and personal and professional credibility	X	
Ability to work under pressure whilst maintaining a positive and creative attitude	X	