

St Augustine Academy

Job Description



Job Title:	Curriculum Director	Reporting to	Assistant Principal
Line Management Responsibility:	Second in Science, Teacher(s) of Science, Science Technician	Grade and Range:	MPS/UPS + TLR 1A

Purpose and Context:	<p>To support the Academy Principal in raising standards and promoting the vision, ethos, culture and policies of the Academy.</p> <p>To provide curricular leadership within the relevant faculty, so that there is a cohesive approach to enhance teaching and learning.</p> <p>To support the Assistant Principal in providing a nurturing environment so that all those associated with the relevant year group(s) are able to contribute and thrive in all aspects of their development.</p> <p>To work as part of the Middle Leadership Team to drive specified leadership roles, and to be accountable in this respect for enabling the Academy to meet its targets for improvement and success.</p> <p>To develop vision, policy, strategy and action plan in order to implement and drive the Academy Improvement Plan ensuring it pervades the work and ethos of the Academy.</p>
Main Duties	<p>To ensure, in conjunction with the Assistant Principal an engaging, innovative and successful curriculum is in place that maximises student outcomes in the specific subject area(s).</p> <p>To ensure the curriculum, schemes of work and differentiated resources challenge and meet the needs of all students.</p> <p>To plan suitable assessments to ensure that regular tracking and monitor of progress can be facilitated, including all internal and external examinations</p> <p>To use assessment data to plan next step learning and overcome individual barriers to learning.</p> <p>To facilitate the production of department improvement plans and to implement monitoring evaluation and review processes for the specific subject area(s).</p> <p>To facilitate the production of an annual departmental handbook, detailing policies, schemes of work etc. to support members of the department in high quality teaching and learning.</p>

	<p>To line manage all aspects of the Curriculum area(s) and their function and organisation.</p> <p>To be consistent in the delivery of all academy policies and practices.</p> <p>To create and secure a commitment to learning which enthuses students and motivates them to do well.</p> <p>To inspire by example as a good teacher, setting high standards of professional teaching, planning, delivery, and student progress.</p> <p>To recommend innovative and technology-rich pedagogy to support effective learning.</p> <p>To promote a culture of high standards and expectations, supported by an effective rewards system in line with the academy 'ethos</p> <p>To promote students' personal and social development, including leadership opportunities and positions of responsibility.</p> <p>To develop and promote the provision of extra-curricular activities linked to the curriculum/subject specific area(s).</p> <p>To facilitate the access to careers, education, information and guidance (CEIAG)</p> <p>To ensure that student success is promoted, supported, and celebrated.</p> <p>To develop initiatives to engender loyalty, pride and allegiance to the associated year group.</p> <p>To ensure that parents and carers of students within the curriculum area(s) have explicit and effective channels of communication.</p> <p>Establishing a climate of continuous improvement and collective responsibility amongst students and staff within the curriculum area(s)</p> <p>To ensure that all administrative duties of the roles are undertaken in a satisfactory manner and within specified timeframes</p> <p>To be involved in supervisory duties as scheduled and commensurate with the responsibilities of the post</p> <p>To participate in the annual performance management process</p> <p>To be alert to the health and safety of the working environment and to advise the line manager of any health and safety concerns.</p>
Culture and Ethos	To promote the St Augustine Academy Christian Ethos that embraces all faiths and none
General	The above duties are not exhaustive and the postholder may be required to undertake tasks, roles and responsibilities as may be reasonably assigned to them by the Senior Leadership Team.

All staff are expected to;

- Contribute to the whole professional life of the academy with teaching and learning as its core purpose and contribute to the commitment for each pupil to gain meaningful and enriching experiences;
- Promote the St Augustine Academy Christian ethos that embraces all faiths and none
- Take responsibility for their own professional development and support that of colleagues where appropriate
- Engage in the Academy appraisal process and support colleagues in achieving their own objectives where appropriate
- Follow Trust policy and procedures in relation to keeping children safe in education;
- Observe health and safety requirements and play their part in ensuring a safe working environment.

This job description may be subject to amendment or modification at any time after consultation with the post holder. It is not a comprehensive statement of procedures and tasks but sets out the main expectations in relation to the post holder's responsibilities.

All staff have an entitlement to high-quality induction and continuing support and development. All staff will have opportunities to discuss their professional needs, both through performance management and through other professional dialogues.

Safeguarding Statement

The Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Successful applicants will need to undertake an Enhanced DBS check and/or a Barred List check. Management posts will be subject to a Section 128 clearance.

Equal Opportunities

The Trust is committed to equality of opportunity. We positively welcome applications from all sections of the community.

Signed: Date:

Signed: (Principal)