

WORKING AT HILLVIEW SCHOOL

JOIN OUR TEAM

For Appointment of:
Full Time Curriculum Lead for Drama



WELCOME

Based in Tonbridge, Kent, Hillview School for Girls is an 11 to 18 girls' all-ability school with a thriving, mixed Sixth Form. We chose to become an academy in August 2011 and are one of the highest-achieving non-selective girls' School in Kent. Our dynamic Performing and Visual Arts specialisms have a profound impact upon learning and contribute to the purposeful, friendly and stimulating atmosphere that permeates the school. We foster self-esteem and high aspirations.

By encouraging a 'can-do' culture, our students become astute, ambitious and independent. Visitors often comment about how articulate and enthusiastic our students are. We believe in the pure potential of every child within the school, to develop, mature and thrive, leaving education fully ready for the world of employment. We place a high emphasis on education beyond grades, actively exploring a wide range of opportunities to develop the awareness and engagement of our students in the world around them.

Hillview is a fully inclusive school where independence is developed through an innovative education and inspirational opportunities.

Our vision is that: students unlock their pure potential to drive their future and thrive in society.

The pure potential belief is integral to everything that we do in school and the outcomes we expect for our students. The skills and beliefs at the heart of the pure potential graphic pull together the Performing Arts values, the desirable attributes of a future employee and awareness of the world. Hillview believes in success and achievement beyond grades and highly values the breadth of character and experience that enables our alumni to stand out from the crowd and secure a successful role in the ever-changing modern world. Through our inclusive Hillview society, we actively develop and promote the independent learner and thinker, encouraging students to try, make mistakes and learn for themselves.

We help students develop a range of transferable skills from teamwork, leadership and independence through to communication, self-expression and time management. Our strong pastoral system ensures that behaviour is excellent and there is a relaxed but purposeful atmosphere throughout the school where young people can thrive and feel supported.

We have a vibrant, mixed Sixth Form that provides a variety of pathways for students to extend their learning, gain work experience with one of our many industry partners and prepare for university or work.

Further details of the school, including breakdown of performance figures, can be accessed through: www.hillview.kent.sch.uk

Applicants are warmly invited to visit the school before applying.



**THE 2ND HIGHEST
PERFORMING
NON-
GRAMMAR
SCHOOL IN
KENT**

JOB DESCRIPTION

Job Title: Curriculum Lead for Drama
Location: Tonbridge, Kent

MPS/UPS + TLR 2b

Core purpose of the post

- To provide a high quality educational experience for all children
- Further develop the Drama as our USP
- Ensure that Drama permeates the Ethos, Curriculum and Community objectives of the School
- Motivate and empower others to carry this vision forward
- Model the values, vision and ethos of a high performing department
- Promote the School ethos, in which the highest achievements are expected from all

General duties and responsibilities

- To carry out the duties of a schoolteacher as set out in the School Teachers' Pay and Conditions Document
- To continue to meet the required standards for Qualified Teacher Status
- Provide strategic leadership for the Drama department
- Establish an extensive programme, and raise participation in extra-curricular Drama activities
- Monitor and evaluate the effectiveness of Drama provision through the establishment of rigorous quality assurance processes
- Develop radical approaches to meeting the needs of students in the department through imaginative approaches
- Lead and monitor department self-evaluation systems, ensuring appropriate dissemination of information is available to the Leadership Team
- Establish and maintain clear department milestones, targets and expectations in relation to standards, quality of teaching and achievement
- Manage the department budget

Knowledge and understanding

- Maintain and develop broad and current knowledge of teaching and learning and disseminate this to other teachers and students
- Co-ordinate and deploy resources effectively
- Maintain knowledge and understanding of the Schools' aims, priorities, targets and action plans
- Understand how pupils' learning is affected by their physical, intellectual, emotional and social development and understand all stages of child development
- Have a sound knowledge of the Drama curriculum across all Key Stages

Planning, teaching and class management

- Be an outstanding practitioner
- Monitor the quality of teaching within the department
- Actively monitor and respond to curriculum development and initiatives at national, regional and local levels

- Communicate high expectations of levels of progress
- Provide clear structure for lessons and for sequences of lessons, which maintain pace, motivation and challenge
- Prepare sequences of lessons that ensure students are able to meet requirements for coursework within the set timescales
- Make effective use of assessment information on pupils' attainment and progress and in planning future lessons
- Ensure effective teaching of whole classes, groups and individuals, establishing high expectations of behaviour and attainment, so that teaching objectives are met
- Monitor and intervene when teaching to ensure sound learning and discipline and maintain a safe environment in which pupils feel confident
- Use a variety of teaching and learning styles to keep all pupils engaged
- Be familiar with the Code of Practice and identification, assessment and support of pupils with additional educational needs
- Evaluate your own teaching critically to improve effectiveness
- Be a safe practitioner

Monitoring, assessment, recording, reporting and accountability

- Monitor and evaluate assessment data to identify trends in student performance and issues for development.
- Analyse and interpret relevant national and school data, research and inspection evidence to inform policies, expectations and teaching methods.
- Define intervention strategies to address identified issues for development.
- Evaluate and report on the effectiveness of intervention strategies used to address identified issues and use assessment data to make comparative evaluation of students' performance.
- Assess and record each pupil's progress systematically with reference to the school's and the department's current practice and use the results to inform planning
- Mark and monitor class work and homework, providing constructive feedback and setting targets for future progress
- Provide reports on individual progress to the Headteacher and parents as required

Other professional requirements

- Establish and maintain effective working relationships with colleagues and parents
- Participate as required in meetings in respect of the duties and responsibilities of the post
- Be aware of the need to take responsibility for your own professional development

Person Specification

The following selection criteria are the skills and experience required for this position:

- Create a climate which enables staff to develop, challenge and support each other
- Mentor and coach staff and students to develop confidence and maintain positive attitudes
- Communicate effectively and with professional integrity with all staff working in the department
- Provide a positive role model for students and teachers and for other aspiring leaders and managers
- Build and maintain effective teamwork with high expectations of outcomes
- Demonstrate personal and emotional resilience when working in a range of challenging situations
- Demonstrate understanding of performance and contextual data as tools for improving standards of student achievement
- Keep up to date on educational development and statutory requirements
- The ability to work towards and achieve high standards in teaching across all Key Stages
- An ability to differentiate effectively and to use a variety of teaching and learning styles
- A commitment to developing teaching and learning styles in Drama
- Willingness and ability to work as a member of a team
- A commitment to extra-curricular activities, including subject related trips
- Good communication skills
- Confidence to be pro-active and a good role model

The Drama Department

Students at Hillview thrive and flourish academically and socially because of the well-rounded education we offer in which Drama plays a vital role. Drama lessons excite and challenge students as well as enabling them to develop essential skills for the workplace and beyond. We believe that Drama can awaken a zest for learning which often translates through to many other subjects. As a specialist Performing Arts school, we have very high expectations of our students and excellent facilities.

Staffing

There are three Drama teachers, one of which is the Curriculum Leader. The department is also involved in initial teacher training where staff from the department have the opportunity to work with and mentor trainees. In the wider Performing Arts Faculty, there are two Dance teachers (one of which is also the faculty leader), two Music teachers, one Musical Theatre teacher and a technician (all of which are full time).

Courses

Hillview School for Girls has a 2 week timetable that consists of 25 periods per week with each period being 1 hour in duration. In the fortnight, Years 7 and 8 have 2 lessons, Year 9 have 3 lessons, Year 10 and Year 11 (GCSE Drama) have 5 lessons and Year 12 and 13 (A-Level Drama) have 9 hours. Our Schemes of Work are all planned around Performing, Devising and Understanding providing opportunities for all to succeed.

We offer both GCSE and A-Level Drama. We have a healthy uptake for both courses and often see our students gain places at prestigious Conservatoires and Universities.

Extracurricular activities

We offer a range of extracurricular opportunities including clubs, performance opportunities, workshops and theatre visits.

The Post

We are seeking to appoint a committed member of staff with a passion for Drama, who believes in the power of the Arts and the positive impact it can have on young people's lives and their future aspirations.

The school is committed to staff development and provides excellent opportunities for career development.

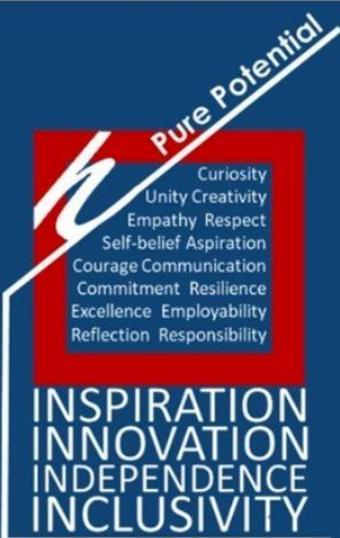


THE APPLICATION PROCESS

A completed application form should be sent, by post or by email, to Mrs. A. Dennett (HR Manager)
dennetta@hillview.kent.sch.uk

Closing date for applications: Friday 24 April 2026

Interview date: To be confirmed





CONTACT US

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