

The Role of the Curriculum Lead

Commencement:	September 2024
Salary Scale:	Main Scale/UPS plus TLR 2a
Contract type:	Permanent
Line Manager:	SLT

Job Description

The Curriculum Lead has a strong vision for their subject and is able to communicate this to all stakeholders. Taking a strategic role in the development of the Curriculum Area, the Curriculum Lead ensures that there are high quality and consistent teaching and learning strategies being delivered across all Key Stages within their subject(s). Monitoring robust assessment and feedback mechanisms, the Curriculum Lead ensures all feedback moves learning forward. Leading the design and development of a Knowledge Centred curriculum, the Curriculum Lead uses evidence-based research to logically sequence the learning taking place within their subject(s). As a subject teacher, the Curriculum Lead is an outstanding practitioner. The post holder is responsible to the SLT Member of the relevant Curriculum Area.

Key Responsibilities:

- Implement a Curriculum Area Development Plan in line with the School Development Plan
- Contribute to whole school strategy through Middle Leaders meetings
- To play a full part in the life of the school community and to support its ethos;
- To support and implement all academy policies;

This job description should be read alongside the range of duties of teachers set out in the annual School Teachers' Pay and Conditions Document (STPCD). This job description does not replace more detailed information, but offers a focus on those conditions that apply at Ribston Hall High School.

Operational Responsibilities :

- To provide guidance to the subject teachers to ensure curriculum coverage, continuity and progression in the subject for all students
- Design, implement and review a Knowledge Centred Curriculum
- Regularly analyse student data in order to implement targeted intervention strategies
- Lead provision of extra and super curricula activities within Curriculum Area

- Effectively deliver the Performance Management process for all members of Curriculum team
- To support in the promotion of high standards of student learning, achievement, progress, attainment and behaviour through working effectively and collaboratively;
- To plan lessons with clear objectives for learning outcomes, understand the sequence of teaching and learning in the subject, and effectively communicate such information to the students;
- Uses appropriate teaching and learning methods to meet the needs of the subject and of different students;
- Ensure that there are opportunities for effective development of students' literacy, numeracy and information communication technology skills through the subject;
- Use the school policies and practices for assessing, recording and reporting on student achievement, and uses this information to recognise achievement and to assist students in setting targets for further improvement;
- To consistently and effectively use information about prior attainment to set challenging expectations for students and monitor progress to give clear and constructive feedback which includes next steps;
- To demonstrate a thorough and up to date knowledge of your subject pedagogy and take account of wider curriculum developments which are relevant, e.g. literacy, numeracy, closing the gap;
- To ensure that there are opportunities for the effective development of students' individual and collaborative study skills necessary for them to become increasingly independent in their work and to complete tasks independently when out of school;
- To be aware of the subject's contribution to students' understanding of the duties, opportunities, responsibilities and rights of citizens;
- To establish a partnership with parents to involve them in their child's learning of the subject, as well as providing information about curriculum, attainment, progress and targets;
- To ensure that there is a safe working and learning environment in which risks are properly assessed;
- To play a key role in supporting, guiding and motivating students;
- To monitor academic progress and attendance;
- To participate in CPD and take responsibility for their own professional development using the outcomes to improve teaching and learning;
- To take part in the Performance Management System;
- To develop and maintain ICT/interactive technology skills;
- To work within the requirements of the Safeguarding Policy and have a responsibility for promoting and safeguarding the welfare of students;
- To participate and prepare for meetings as scheduled;
- To assess, report and record the development, attainment and progress of students during the academic year;
- To undertake other reasonable responsibilities delegated to the post-holder by the Headteacher or senior staff

Person Specification

The following details the range of professional and personal qualities that applicants should ideally have:

Aspect	Professional and Personal Qualities
Qualifications	<ul style="list-style-type: none">• Good Honours Degree in a related discipline to the post you are applying for• Postgraduate qualification• Qualified Teacher Status
Professional Development	<ul style="list-style-type: none">• Evidence of involvement in personal CPD• A strong interest in continued personal/professional development• A desire to share professional practice• A willingness to explore/embrace new ideas within teaching
Experience and Attributes	<ul style="list-style-type: none">• Outstanding curriculum knowledge• Extensive pedagogical knowledge• Engagement in Evidence-based research• Leadership experience• An outstanding classroom practitioner• A proven track record in improving results and ensuring students make ambitious levels of progress• Successful teaching experience at KS3,4 & 5 (where possible)• Secure knowledge of the characteristics of effective learning, teaching and assessment• The ability to implement clear, consistent and effective approaches to learning, securing excellent relationships and behaviour• The ability to lead, motivate and inspire pupils, support staff and to forge positive relationships with parents• The ability to coordinate and support the work of others• An excellent understanding of pupil assessment and target setting for individual pupil improvement and how that analysis contributes to high standards
Personal Qualities	<ul style="list-style-type: none">• Energy, drive and enthusiasm• Excellent interpersonal and communication skills• Ability to lead and motivate others• Ability to analyse information and use sound judgement in complex situations;• Ability to support a team culture• Ability to plan and organise time effectively, work under pressure and meet deadlines while keeping equilibrium• A sense of humour, cheerful demeanour and positive, can-do attitude• A capacity for hard work and willingness to “go the extra mile”

