

Science Lead Practitioner Job Description

1. INTRODUCTION

Under the reasonable direction of the Trust Science Director, the post holder will carry out the professional duties of a teacher as set out in the current School Teachers' Pay and Conditions Document (STPCD). Furthermore, as the lead practitioner of Science across the Trust's schools, expectations of the post holder will be to:

- Raise standards of student attainment and achievement within the Trust schools, the Science curriculum area and to monitor and support student progress
- To support student progress and development in Science across the Trust
- To develop and enhance the teaching practice of others

2. TEACHING

- To undertake an appropriate programme of teaching in accordance with the duties of a standard scale teacher

3. OPERATIONAL / STRATEGIC PLANNING

- To support the development of appropriate syllabuses, resources, schemes of work, marking policies, assessment and teaching and learning strategies across the Trust.
- To monitor actively and follow up student progress
- To implement Trust policies and procedures, e.g. Equal Opportunities, Homework, etc.
- To work with colleagues to formulate aims, objectives and strategic plans for Science which have coherence and relevance to the needs of students and to the aims and objectives of the Trust
- To ensure that the work in the curriculum area fully reflect the Trust's distinctive ethos and vision

4. CURRICULUM PROVISION

- To liaise with the Heads of Department, Heads of Faculty and Trust to support the delivery of an appropriate, comprehensive, high quality and cost-effective curriculum programme which complements the Trust Development Plan and Trust Evaluation

5. CURRICULUM DEVELOPMENT

- To support curriculum development within the subject area
- To keep up to date with national developments in the subject area and teaching practice and methodology
- To monitor actively and respond to curriculum development and initiatives at national, regional and local levels

6. STAFFING / STAFF DEVELOPMENT

- To work with the Heads of Department to ensure that staff development needs are identified and that appropriate programmes are designed to meet such needs
- To continue own professional development as agreed with the Trust
- To undertake Performance Management Reviews and to act as reviewer for a group of staff within subject area.
- To participate in the interview process for teaching posts when required and to ensure effective induction of new staff in line with Trust procedures
- To promote teamwork and to motivate staff to ensure effective working relations

7. QUALITY ASSURANCE

- To ensure the effective operation of quality control systems
- To establish the process of the setting of targets for teachers and students within the subject area and to work towards their achievement
- To establish common standards of practice within the subject area and develop the effectiveness of teaching and learning styles in all relevant subject areas
- To contribute to the Trust procedures for lesson observations and feedback
- To monitor and evaluate subject area in line with agreed Trust procedures including evaluation against quality standards and performance criteria
- To seek / implement modification and improvement where required
- To follow quality procedures in the subject area meet the requirements of Self Evaluation and the Trust Development Plan

8. MANAGEMENT INFORMATION

- To maintain accurate and up-to-date information concerning the subject area on the management information system
- To make use of analysis and evaluation of performance data for staff and students
- To identify and take appropriate action on issues arising from data, systems and reports; setting deadlines where necessary and reviewing progress on the action taken
- To produce reports within the quality assurance cycle for the subject area
- To produce reports on examination performance, including the use of value-added data
- To provide the Governing Body with relevant information in relation to the performance and development of the subject area.

9. COMMUNICATIONS & LIAISON

- To ensure effective communication / consultation as appropriate with the parents/carers of students
- To liaise with partner schools, higher education, Industry, Examination Boards, Awarding Bodies and other relevant external bodies
- To contribute to the delivery of Trust liaison activities
- To support the development of effective subject links with partner schools and the community, promoting subjects effectively at liaison events within the Trust, partner schools and the wider community

- To promote actively the development of effective subject links with external agencies

10. TRUST ETHOS

- To play a full part in the Trust's community, to support its distinctive vision and ethos and to encourage staff and students to follow this example
- To promote actively the Trust's corporate policies
- To comply with the Trust's Health and Safety policy and undertake risk assessments as appropriate

Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified.

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