



Marden High School

JOB DESCRIPTION.

Assistant Head Teacher: Teaching and Learning.

Purpose of the post:

To facilitate continuous improvement in the quality of teaching and learning for all staff and students.

Ensuring that:

- The school has a clear, well articulated and shared vision of what delivers outstanding learning for its pupils.
- There is congruence between our vision for learning and our curriculum offer
- All staff have appropriate personalised professional development programmes, including their performance management, and capability support if necessary, that enable them to continuously develop the impact of their work on the quality of teaching and learning.
- Professional development programmes are co-ordinated with the work of the Deputy Headteacher.
- The results of the Deputy Headteacher's monitoring and evaluation of standards are used to evaluate the impact of professional development programmes and subsequent adjustments made.
- To evaluate the impact of whole school professional development programmes on teaching and learning and implement any necessary changes.

To work with assigned curriculum areas to support curriculum leaders in raising standards.

Key outcome:

- Quality of leadership and management and teaching and learning are judged as outstanding by internal and external measures.

Reporting to: Headteacher.

Line Manages: Curriculum Leaders for assigned departments.

Generic Responsibilities: To carry out the professional responsibilities of a teacher as outlined in the National Standards for Classroom teachers and those covered by the latest School Teachers' Pay and Conditions Document. Contribute to improving school ethos through professional presence, assemblies and exemplifying Purpose and Values

Specific Responsibilities:

To lead the school in developing a model for teaching and learning that describes the best currently known theory and practice and manage the training and support for staff to know understand and implement it.

To continuously update this model.

Provide a three year plan for the development and improvement of teaching and learning through staff development programmes, the current year to be a detailed improvement plan with two following years in outline, and the plan updated each year.

To develop and implement Staff Development Policy and Teaching and Learning Policy.

Manage the performance management systems for the school.

Develop and manage personalised professional development programmes for all teaching staff.

Provide pastoral support to staff as a when necessary.

To support and develop the effective leadership and management of assigned curriculum leaders. In particular, to support the following practice within curriculum areas:

- Deliver and continuously develop high quality teaching and learning in assigned curriculum areas.
- Monitor and record the progress of their assigned students towards targets each half term, intervening with students who are not on target and reviewing teaching strategies in the light of student achievement.
- Ensure that all students achieve their full potential within the assigned curriculum areas.

Contribution to appropriate SEF and SDP sections.

This is an illustrative list of main tasks and is not intended to be exhaustive nor exclusive. The post holder will be expected to undertake any other duties appropriate to the grade of the post. Duties may be added or removed as part of the staffing review process.