

# Durrington High School

## Head of SME

### JOB DESCRIPTION

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#### What is the purpose of the role?

- ◆ To ensure outstanding outcomes for all students by leading your team to develop great teaching and learning
- ◆ Be responsible for safeguarding and prioritising the welfare of children

#### What do you have to achieve?

- ◆ Provide excellent leadership for staff and students being highly visible and credible and a role model for great teaching of SME
- ◆ Make a positive contribution to the leadership of the school
- ◆ Ensure that students are active participants in their learning and achieve outstanding outcomes
- ◆ Develop strategic plans to deliver improvement
- ◆ Work with staff to support their professional practice
- ◆ Ensure that teaching, curriculum and assessment across the curriculum area are evidence informed and have high impact
- ◆ Work with staff to develop effective use of data and interventions
- ◆ Make a positive contribution to student well-being, school life, enrichment activities, subject and company teams
- ◆ Maintain all professional standards to an on-going high standard
- ◆ Be committed to your own professional development and that of others

#### What are the role particulars?

- ◆ DMAT M1 – UPR plus leadership allowance. This will be related to prior impact and experience
- ◆ Accountable to a member of the leadership team and the Headteacher
- ◆ The Headteacher may, from time to time, ask the post-holder to perform additional reasonable activities and responsibilities appropriate for someone at this level.

## Activities – what do you have you have to do?

- ◆ Lead all aspects of the department to ensure excellent teaching and strong student outcomes
- ◆ Maintain all professional standards for teachers; uphold and implement all school policies (see teacher standards )
- ◆ Ensure no groups of students underachieve
- ◆ Ensure the outcomes of disadvantaged students are accelerated, in line with the school priority
- ◆ Take an active part in curriculum and enrichment development in the department and the school
- ◆ Be a committed Form Tutor, building a positive relationship with tutees and parents
- ◆ Ensure there is safe, stimulating and effective learning environment with good, quality displays and that all equipment is maintained in sound working order

## Person Specification

Leadership Attributes	Essential	Desirable
<b>Personal drive and accountability</b>	Uses a range of strategies and techniques, to enhance own and others effectiveness; motivating others to succeed through your leadership/work.	Evidence of leading an area that has made a significant impact. Improving outcomes for disadvantaged students.
<b>Experience</b>	Successful impact in a range of areas within your current role; having led areas of work. The ability to effectively and efficiently interpret and correlate a range of data streams, drawing summative conclusions which are then acted upon.	Leadership role in a school with a truly comprehensive intake. Evidence of leading teams that have demonstrated high impact of working at a strategic level to bring about positive change for staff/students.
<b>Specialist knowledge</b>	A detailed understanding and experience of the SME Curriculum and examinations. Knowledge of current best practice in relation to student progress and outcomes. A secure knowledge and understanding of pedagogy that leads to effective learning.	Mastery Programme. A range of interventions that lead to accelerated progress being made by learners.
<b>Delivering continuous improvement</b>	Involve and inspire stakeholders to support your leadership. Sets out vision and pathways to achieving this within teams led. Evidence of being able to successfully blend strategic planning and operational work to achieve goals. Evidence of effective evaluating of the impact of actions taken.	
<b>Impact and influence</b>	Uses direct and indirect influence to gain support, build alliances and secure support before presenting proposals or making decisions.	
<b>Resilience and emotional maturity</b>	Resolves conflict in a calm, restrained way, with empathy and seeks support appropriately. Implements appropriate decisions that lead to improvement even if difficult. Responds positively when faced with personal criticism or setbacks, maintaining a sense of perspective. Has significant capacity and resilience. Ability to manage time well.	