



Westfield School

# Subject Leader for Biology

Applicant Pack



Outstanding Achievement for All

## Contents

The vacancy.....	3
Post advert .....	3
Role summary .....	3
Job description.....	5
Lead, manage and develop a subject or curriculum area; or to lead and manage pupil development across the curriculum.....	5
Impact on the educational progress of pupils other than the teacher's assigned classes or groups of pupils.....	5
Leading, developing and enhancing the teaching practice of other staff.....	5
Specific duties relating to this post .....	6
Support for the trust/school .....	6
Changes to these duties.....	6
Person Specification .....	7
Job Title: Subject Leader for Biology.....	7
Qualifications .....	7
Experience.....	7
Professional knowledge and understanding .....	7
Professional skills .....	8
Westfield School.....	9
Chorus Education Trust .....	10
To apply .....	11
Disability confident .....	11
Safeguarding .....	11

# The vacancy

## Post advert

<b>Deadline for applications:</b>	11.59pm on 05 December 2024
<b>Interviews to be held:</b>	Week beginning 09 December 2024
<b>To start:</b>	January 2025 (A later start will be considered)

Westfield School is seeking to appoint a **Subject Leader for Biology**. We are happy to receive applications from teachers and leaders but above all require someone with the expertise, passion and drive to work with the Faculty Leader for Science to support improving outcomes and ensure excellent progress for our students.

We are seeking someone who is passionate about engaging all our students in this subject and committed to leading the planning and delivery of outstanding lessons within an inspirational curriculum.

### The successful candidate will:

- Be a creative, motivational and effective classroom practitioner with a track record of excellent outcomes for students
- Be able to inspire, challenge and motivate young people and colleagues alike
- Be reflective and analytical about their own classroom practice and be able to widen this ability to quality assure the subject area
- Be able to analyse performance data and devise strategy to further improve outcomes
- Be robust and determined in maintaining standards within the faculty and wider school
- Be engaged in all aspects of the thriving Science Faculty

## Role summary

<b>Post title:</b>	Subject Leader Science (Biology)
<b>Grade:</b>	M1 – UPS3 with TLR 2B
<b>Payscale:</b>	M1 – M6 & UPS1 – UPS3
<b>Responsible to:</b>	Head of Department, Senior Leadership Team & Head of School
<b>Responsible for:</b>	All Teaching and Support staff within the subject area as agreed with the Head of School and to assume overall responsibility for the subject.
<b>Purpose of post:</b>	<p>In addition to the requirements of a class teacher the postholder will:</p> <p>Lead the subject/curriculum effectively to ensure ‘Outstanding Achievement for All’ and the highest standards of personal development and well being are achieved.</p> <p>Analyse and be accountable for student progress/results of the subject/curriculum area and to support, hold accountable, develop and lead the curriculum team.</p>

Be a role model of professionalism and good practice and develop and enhance the teaching practice of others.

Ensure the provision of an appropriately broad, balanced relevant and differentiated curriculum for students studying in the subject area

**Version revised:** April 2023

**Contract:** Permanent

## Job description

The post holder must at all times carry out their responsibilities within the spirit of the school and trust policies and within the framework of legislation relating to academies and education, with particular regard to the statutory responsibilities of the trust and the governing body of the school.

The job description should be read alongside the range of professional duties of teachers as set out in the Teachers' Pay and Conditions Document. The post-holder will be expected to undertake duties in line with the professional standards for qualified teachers and uphold the professional code of the Department for Education.

The specific duties and responsibilities include but are not limited to:

### **Lead, manage and develop a subject or curriculum area; or to lead and manage pupil development across the curriculum**

- To provide strategic leadership for the development and management of the subject throughout the school.
- To identify areas for development and improvement linked to the school improvement plan and national and local initiatives.
- To develop and monitor schemes of work and ensure successful implementation which meets curriculum requirements.
- To have an overview of, and contribute to, the planning and delivery of continuous professional development and training related to the teaching of Science
- To develop strategies for the use of other staff to promote new teaching methods and improve learning throughout the school and monitor effectiveness in raising standards of teaching and learning.
- To monitor and evaluate pupil progress.

### **Impact on the educational progress of pupils other than the teacher's assigned classes or groups of pupils**

- To ensure the provision of an appropriately broad, balanced, relevant and differentiated curriculum for pupils.
- To identify clear, appropriate targets for attainment and/or achievement.
- To monitor and evaluate pupil progress and achievement against targets.
- To lead evaluation strategies to contribute to overall school self-evaluation.
- To undertake lesson observations and provide constructive feedback and support as appropriate.
- To implement school quality procedures and to ensure adherence across the school.

### **Leading, developing and enhancing the teaching practice of other staff**

- To ensure the establishment of common standards of practice and develop the effectiveness of teaching and learning styles.
- To plan and implement strategies to improve teaching where needs are identified.

- To provide induction, support and monitoring for new staff.
- To act as a role model of good practice for other teachers, modelling effective strategies with them.
- To act as a performance management team leader for identified teachers.
- To ensure all staff in school are familiar with the aims and objectives of Science

### **Specific duties relating to this post**

This will include:

- Working collaboratively with the Faculty Leader for Science and Subject Leaders of Chemistry and Physics to maintain standards and drive school improvement across the Science Faculty
- Other duties that will be needed in time to enhance the provision of Biology within Chorus Education Trust.

### **Support for the trust/school**

- Be aware of and comply with policies and procedures relating to child protection, health, safety and security, confidentiality and data protection, reporting all concerns to an appropriate person.
- Work in a flexible way to respond to the needs of the trust and to fulfil other duties and responsibilities appropriate to the grade and role as and when required.
- Be aware of and support difference and ensure equal opportunities for all.
- Appreciate and support the role of other professionals.
- Attend and participate in relevant meetings as required.
- Contribute to the overall ethos/work/aims of the trust/schools.
- Participate in relevant training, other learning activities and performance management as required.
- Team responsibilities: all staff are considered part of the overall trust team and may be required to provide assistance to colleagues in other areas from time to time commensurate with the role, skillset and grade.

### **Changes to these duties**

The above duties are not exhaustive and the post holder may be required to undertake tasks, roles and responsibilities as may be reasonably assigned to them by the Headteacher/Principal.

The job description and allocation of particular responsibilities will be kept under review and may be amended via consultation with individuals, the governing body or board of trustees and/or senior leadership team as required. Trade union representation will be welcomed in any such discussions.

# Person Specification

Job Title: Subject Leader for Biology

<b>REQUIREMENTS</b>	<b>Essential</b>	<b>Desirable</b>	<b>Assessment method</b> A = application I = interview R = reference
<b>Qualifications</b>			
A relevant degree together with Science PGCE or equivalent	✓		<b>A</b>
Evidence of commitment to CPD to support areas of the job role.	✓		<b>A/I/R</b>
Detailed knowledge and understanding of the current issues in Science education.	✓		<b>A/I</b>
<b>Experience</b>			
Relevant experience and a proven track record of excellent teaching in Science at KS3 and 4.	✓		<b>A/I/R</b>
Evidence of raising and sustaining attainment through successful leadership.		✓	<b>A/I/R</b>
Contribution to the development of Science beyond the classroom.	✓		<b>A/I/R</b>
Use of student performance data to inform classroom teaching.	✓		<b>A/I</b>
Record of success in effective and efficient team management		✓	<b>A/I/R</b>
Experience of managing resources effectively		✓	<b>A/I/R</b>
<b>Professional knowledge and understanding</b>			
An enthusiasm for innovation and developing teaching and learning.	✓		<b>A/I/R</b>
An excellent understanding of engagement and how to motivate students.	✓		<b>A/I</b>
A sound understanding of modern pedagogy methods within the field of teaching Science.	✓		<b>A/I</b>

Knowledge and experience of intervention strategies.		✓	A/I
Sound knowledge of the curriculum as well as teaching and assessment methods	✓		A/I
<b>Professional skills</b>			
A high commitment to learning and achievement.	✓		A/I
Ability and confidence to coach and mentor staff and tackle underperformance		✓	A/I/R
A passion for education and making a difference.	✓		A/I
Excellent interpersonal, planning and organisational skills.	✓		A/I/R
The ability to collaborate with other staff.	✓		A/I/R
Willingness to contribute to the wider life of the school.	✓		A/I
Commitment to safeguarding and promoting the safety and welfare of young people.	✓		A/I/R
Ability to inspire confidence in and establish excellent relationships with pupils, teachers and parents.	✓		A/I/R



## Westfield School

Westfield School has a strong local reputation and has recently been oversubscribed. We are an ambitious and improving secondary school, with expanding 11-16 provision. We currently have over 1300 students and seek to provide outstanding achievement for all.

We are really proud of our school and our students. Our expanding curriculum is ambitious and enriched with our exam results improving year on year.

The environment in which we work is modern and vibrant with great facilities including generous grounds, bright classrooms with modern IT, fabulous sports facilities including astroturf and swimming pool.



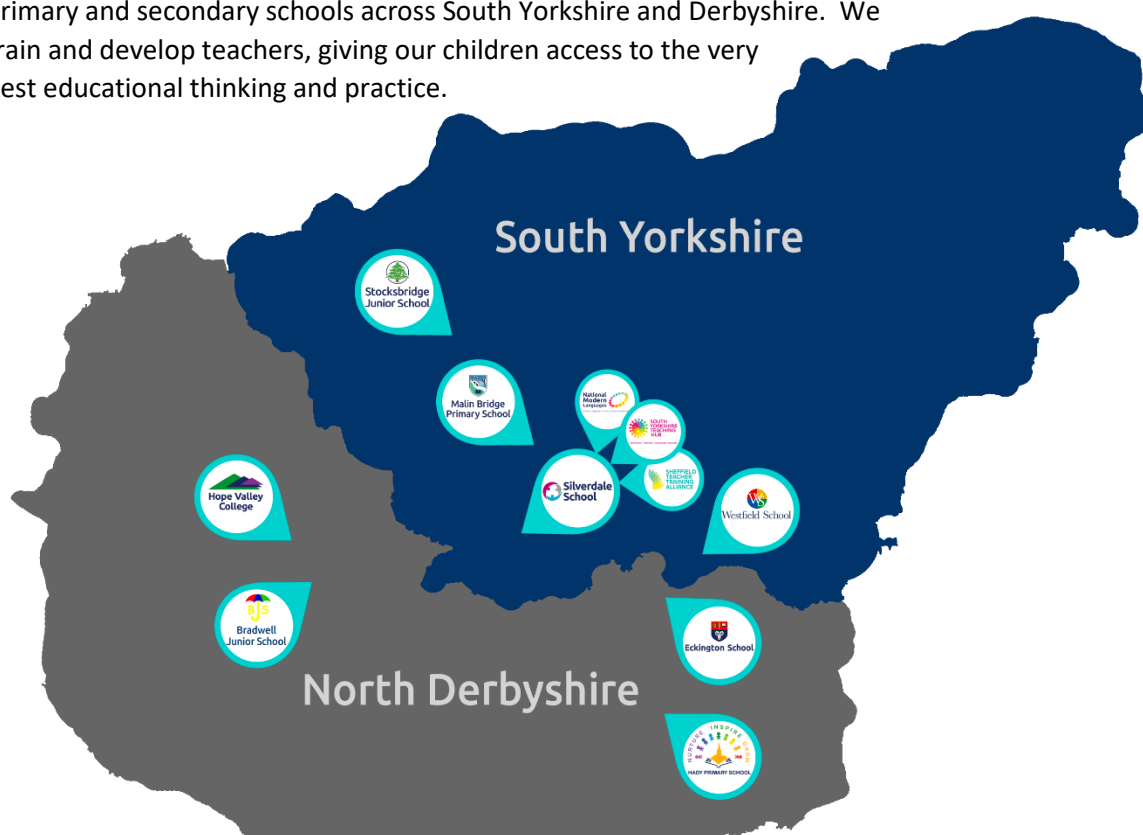
In addition to trust-wide benefits for all staff, those at Westfield School also have access to:

- Supportive and friendly staff and leadership team.
- Excellent public transport links and free staff parking.
- Free access to on-site leisure facilities including swimming pool and gym.
- Opportunity to be part of the varied extracurricular offering, including Duke of Edinburgh's Award programme.
- Staff wellbeing and fitness programme, run in conjunction with Sheffield United.

You can view the school website at: [www.westfield.chorustrust.org](http://www.westfield.chorustrust.org).

## Chorus Education Trust

Chorus Trust is a growing trust, committed to providing every child with the best education in both primary and secondary schools across South Yorkshire and Derbyshire. We train and develop teachers, giving our children access to the very best educational thinking and practice.



Our vision is 'Outstanding Achievement for All'. We want to create a culture of success in which our children and young people can succeed. We do this through the provision of safe and supportive schools, collaborating to ensure our children benefit from a more effective spend of public money.

As part of the Chorus Trust Team, all staff have access to:

- 

An ethos of being a **force for good**; of being part of a team that enables 'outstanding achievement for all'.
- 

Leading edge **training and development** through the South Yorkshire Teaching Hub.
- 

A **collaborative environment** encouraging knowledge sharing and support.
- 

Discounted **health schemes** through Westfield Health and Westfield Rewards Schemes.
- 

Competitive **pension schemes**: Teacher's Pension Scheme (teaching staff) and local government pension scheme (support staff).
- 

Term-time only contract postholders have the freedom of having **school holidays** off.
- 

**Career progression** opportunities within a growing, local trust.
- 

Support for **flexible working** arrangements.

You can read more about Chorus Trust at [www.chorustrust.org](http://www.chorustrust.org).

## To apply

- Full application pack and application forms available from: [www.chorustrust.org/vacancies](http://www.chorustrust.org/vacancies)
- Completed application forms are to be sent to: Trish Hughes at: [recruitment@westfield.chorustrust.org](mailto:recruitment@westfield.chorustrust.org)
- Please note that CVs and council application forms will not be accepted.
- Deadline for applications: 11.59pm on 05 December 2024
- Interviews to be held: week beginning 09 December 2024
- Applicants are encouraged to visit the school in advance of application, or to arrange a conversation with Jess Halliday, Assistant Headteacher. This can be arranged by contacting Julie Wilson, PA to the Head of School on 0114 248 5221 or email: [jwilson@chorustrust.org](mailto:jwilson@chorustrust.org)

### Disability confident

Chorus Trust is part of the disability confident scheme. We guarantee to interview all disabled applicants who meet the minimum criteria for the vacancy.



### Safeguarding

At Chorus Trust we are committed to the safeguarding of all our pupils, please visit our website to access our safeguarding and child protection policy at [www.chorustrust.org/policies](http://www.chorustrust.org/policies).

The trust will conduct an online search of the successful candidate in line with the DfE's keeping children safe in education advice.

The successful candidate will be required to complete a Disclosure and Barring Service (DBS) check in line with the Rehabilitation of Offenders Act (ROA) 1974 (Exceptions) Order 1975 and the Police Act Regulations.