



Arnold Hill
Academy

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“Be inspired and achieve together”



TRENT
ACADEMIES
GROUP

Job Description

Post: Head of Subject – Physics

TLR: 2b

Responsible to: Head of Science Faculty

Safeguarding:

Arnold Hill Academy is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and we expect all staff and volunteers to share this commitment.

Responsibilities:

- To lead strategies which maximise achievement of all pupils in Physics across all Key Stages.
- To keep the Head of Faculty fully informed on all aspects of developments in the teaching of Physics.
- To quality assure Physics provision within the Academy.
- To ensure that the curriculum in the department is implemented in accordance with the requirements of the National Curriculum and of the agreed faculty policy.
- To be responsible for the implementation of the Physics curriculum and lead in the development of schemes of work which are engaging and challenging.
- To co-ordinate the preparation and development of all Physics resources and teaching materials required by the department, including worksheets, supporting material, extension material, assessments, homework task and projects.

- To liaise with teaching staff to keep them informed of all curriculum developments and to advise on schemes of works and teaching methods.
- To liaise with the Head of Faculty regarding the delivery of curriculum initiatives in Physics.
- In conjunction with other heads of subjects, to work to the budgets determined by the head of faculty to resource the courses and equip the laboratories and teaching rooms.
- To have an overview for maintaining a system of stock and equipment control within the department and for ensuring that Health and Safety and COSHH regulations are adhered to.
- To support the Head of Faculty and Technicians as a Health and Safety co-ordinator for the department.
- To be responsible for ensuring that all Physics laboratories and teaching rooms are correctly managed and maintained.
- To share responsibility for the general appearance of the subject's facilities, the displays and the display of pupil's work.
- To manage assessment recording and reporting for the subject, in conjunction with other subject leaders and the Head of Faculty.
- To check departmental reports to parents, in association with the Head of Faculty.
- To have responsibility for the management of pupils when in the department.
- To have responsibility for the management and professional development of staff within the department.
- To undertake other reasonable duties with regard to the education of years 7 to 13 as required by the Head of Faculty and the Headteacher.

Signed _____

Date _____

Person Specification

Relevant Experience	<ul style="list-style-type: none">• Successful experience of teaching Science to KS3, KS4 and Physics to AS/A2• Successful experience of curriculum development; team leadership and development planning.• Successful experience of delivering INSET to staff and supporting the development of others.• Experience in using ICT to support pupils' learning.• Evidence of continued professional development.
Qualities	<ul style="list-style-type: none">• Proven leadership experience• High level organisational skills• An ability to enthuse, inspire, to get the best out of pupils and staff.• A vision of Physics as a vibrant and successful curriculum area• An ability to work under pressure• High level communication skills• An ability to initiate, promote and monitor change.• High level administration abilities.• Determination and energy.
Specialist Skills and Knowledge	<ul style="list-style-type: none">• Ability to bring new perspectives to the development of Physics in the school.• Know how science can be differentiated to support success for all.• Know how to plan for progression and how assessment can support pupils in achieving the highest possible levels / grades.• Know how efficient KS2 / KS3 progression can be facilitated.• Competence in the areas identified in National Professional Qualification of Subject Leadership.• Know how to delegate effectively.• Know how literacy across the curriculum can be facilitated.
Additional factor	<ul style="list-style-type: none">• Be committed to equal opportunities.• Be willing to lead extra curricular activities• Have the potential for professional development and future promotion.