

## Science Subject Lead - Job Description

Grade: MPS/UPS + TLR 2a

### **Purpose:**

- Lead, manage and develop staff in Science to achieve high quality of teaching, effective use of resources and highest standards of engagement and achievement for all pupils.
- Provide strategic leadership for the development and management of the teaching of Science across all key stages in school.
- Develop policies and contribute to the whole school development plan (SDP).
- Act as a role model of good practice for other teachers, modelling effective strategies with them.
- Promote Science within the school community and create links with outside organisations.

### **Subject Leader Roles:**

- Be an outstanding teacher of the subject with the expertise, confidence and enthusiasm to lead on Science across all key stages in school.
- Actively collaborate with and support other staff to develop their own teaching practice through discussion, planning, observations, book monitoring and modelling of lessons.
- Lead INSET sessions for teaching and support staff.
- Ensure that the teaching of Science is at least good across the school.
- Monitor and evaluate the work of colleagues and report findings to the Headteacher, SMT and Governors as required.
- Collaborate with staff on short, medium and long term planning to develop Science in relation to: aims of the school including its policies and practices, challenging targets for improvement, management of strategic development, CPD and resources.
- Actively seek to plan for and resource an inclusive Science curriculum where diversity and different cultures are represented, valued and celebrated.
- Use National, local and school data to monitor standards of attainment and progress across the school in Science, for all groups of pupils.
- Liaise with, and manage as required, the work of outside agencies and partnerships whose work directly relates to Science.
- Keep up-to-date with subject developments through: reading, CPD, subject lead forum attendance, resource evaluation and local or National initiatives.
- Develop possible links with local secondary schools for upper KS2.
- Refer to the whole school assessment system for Science to monitor and track progress.
- Establish resource and staff requirements for Science, inform the School Business Manager of costs and priorities, and manage the allocated budget effectively.
- Be responsible for the ordering of relevant resources and ensure that the science resource cupboard is organised and tidy.
- Provide opportunities for working with parents.

### **Developing self and working with others:**

- Regularly review your own practice, set personal targets and take responsibility for your own personal development.

- Treat people fairly, equitably and with dignity and respect to create and maintain a positive school culture.
- Build a collaborative learning culture within the school and actively engage with other schools to build effective learning communities.
- Support effective planning, allocation, and evaluation of work undertaken by year group teams and individuals, monitoring the shared delegation of tasks.
- Acknowledge the responsibilities and celebrate the achievements of individuals and teams.
- Maintain a culture of high expectations for self and for others, as well as consistency within year groups and across the school.
- Be mindful to manage your own workload and that of others, to enable a good work/life balance.

**Specific Tasks:**

- Plan, organise, resource and deliver teacher INSET for whole school Science Week.
- Identify opportunities for Science related trips, book STEM specialists and develop an annual overview for each year group.
- Plan yearly events identified on the whole school calendar such as World Science Day and STEM Week.
- Write short reports and submit photographs of events for the school newsletter and website.
- Re-accredit the school with PSQM, ensuring we attain at least silver.

**Responsible to: The Headteacher**

This job description and duties may be amended at any time following discussion between the Headteacher and post holder. The job description and annual tasks will be reviewed annually.

Signed - Postholder: \_\_\_\_\_ Date: \_\_\_\_\_

Signed: Headteacher: \_\_\_\_\_ Date: \_\_\_\_\_