



Rushcliffe School



Giving everyone the chance to shine brightly

Job Description

Post: Head of Faculty – PE

TLR: 1c

Responsible to: SLT

Safeguarding:

Rushcliffe School 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 PE
- To keep the SLT link fully informed on all aspects of developments in the teaching of PE
- To quality assure PE provision.
- To be responsible for the implementation and development of the PE curriculum and lead the development of schemes of learning. .
- To co-ordinate the preparation and development of all resources and teaching material required by the department, including worksheets, supporting material, extension material, tests, homework task and projects where appropriate.
- To liaise with the SLT link regarding the delivery of curriculum initiatives in PE

- To liaise with teaching staff to keep them informed of all curriculum developments and to advise on schemes of learning and teaching methods.
- To ensure that the curriculum in the department is implemented in accordance with the agreed faculty policy and in line with the values of the school.
- Work to the budgets determined by the school to resource courses and equip teaching areas.
- To be responsible for the maintaining a system of stock and equipment control within the department and for ensuring that Health and Safety regulations are observed.
- To be responsible for ensuring that all PE rooms/halls are correctly managed and maintained.
- To be responsible for the general appearance of the subject's facilities.
- To manage assessment recording and reporting for the subject.
- To check departmental reports to parents.
- To have responsibility for the management and behaviour in line with school expectations of pupils when in the department.
- To under take other reasonable duties with regard to the education of pupil as required by the Headteacher.

Signed _____

Date _____

Person Specification

<p>Relevant Experience</p>	<ul style="list-style-type: none"> ▪ Successful outcomes when teaching PE across the age and ability range. ▪ 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.
<p>Qualities</p>	<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 PE 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.
<p>Specialist Skills and Knowledge</p>	<ul style="list-style-type: none"> ▪ Ability to bring new perspectives to the development of PE in the school. ▪ Know how PE 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 outcomes. ▪ Know how efficient transition 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.
<p>Additional factor</p>	<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.