

Parrs Wood High School

Wilmslow Road,
East Didsbury,
Manchester.

M20 5PG

Headteacher: Mark McElwee

Tel: 0161 445 8786 Fax: 0161 445 5974

Email: recruitment@parrswood.manchester.sch.uk

Head of Spanish

TLR2c £6,646

Required for September 2019 (a June 2019 start date would be preferable)

(One year fixed-term contract to cover Maternity Leave)

We are seeking a dynamic, inspirational and resilient teacher who is passionate about improving standards and achievement for our richly diverse and truly comprehensive student body.

Parrs Wood High School has realised significant year on year improvements in outcomes across three key stages, and we are passionate in our approach to provide a learning environment where students can exceed academic and social expectations. We are committed to improving opportunities and life chances for all of our students, whether they aspire to Oxbridge Universities, first-class apprenticeship programmes or wish to enter the workplace with training.

We are looking to appoint a Spanish Subject Leader to join our dynamic, hardworking and motivated Languages team. Experience in teaching Spanish up to A-Level is essential. You will be required to teach Spanish across Key Stages 3, 4 and 5 and French at KS3. The position will offer the opportunity to develop strong leadership skills and continue the successful results and progress made within the Spanish department.

Download the job description and an application form from the school website:
www.parrswood.manchester.sch.uk

We look forward to your application to join us on our journey to Outstanding.

The Academy is committed to safeguarding and promoting the welfare of children. We therefore follow safer recruitment procedures and successful candidates are required to undertake an Enhanced Disclosure via the Disclosure and Barring Service, along with other pre-employment checks.

Closing date: Friday 12th April 2019



Parrs Wood High School

Job Description: Head of Subject

The Post

The postholder will lead a team of teachers and if applicable a team of support staff and will report directly to the Faculty Director. This post is to promote the subject to pupils, students, parents and other staff. In addition the postholder will advise on the most appropriate course for pupils and students to maximise success in public examinations.

Parrs Wood High School is committed to safeguarding and promoting the welfare of children and expects all staff to share this commitment. All appointments will be subject to the satisfactory completion of an Enhanced DBS check.

Principle Responsibilities

- To ensure that all subject teachers have the highest possible expectation of their pupils
- To develop and implement policies and practices within the subject area which reflect the school's commitment to high achievement, effective teaching and learning
- To ensure curriculum coverage, continuity and progression within the subject area for all pupils, including those of high ability and those with learning needs
- To evaluate the teaching within the subject area and use this analysis to identify effective practice and areas for improvement, and take action to improve further the quality of teaching
- To establish and implement clear practices for assessing, recording and reporting on pupil achievement in line with school policy and to use this information to recognise achievement and to assist staff in setting targets for further improvement
- To ensure that pupil data is used effectively to secure good progress within the subject area and to provide to all those involved in the delivery of the subject the support, challenge, information and development necessary to sustain motivation and secure improvement in teaching
- To understand CVA scores in order to contribute to improving the faculty and whole school score
- To liaise on a regular basis with Directors of Learning, Heads of Learning and the Faculty Director on pupil progress within the subject area
- To establish clear expectations and constructive working relationships among those involved with the subject area including through team working and mutual support devolving responsibilities and delegating tasks, as appropriate; evaluating progress and developing an acceptance of accountability
- To ensure the effective and efficient management and organisation of learning resources, including information and communications technology

- To ensure that a system for pupil rewards and sanctions operates within the subject area that is in line with the faculty and school policies
- To support members of the department in following school behaviour policy and procedure and taking responsibility for the standards of behaviour in the departmental area
- To manage the subject element of capitation to support and develop learning and teaching
- Through the Director of Faculty make bids to the Headteacher for additional resources/ capitation for developments within the subject area
- To create an effective and stimulating environment within the subject area for teaching and learning
- To ensure that there is a safe working and learning environment within the subject area where risks are properly assessed
- To encourage pupils to participate in extra curricular activities related to the subject area
- To motivate both staff and pupils to promote the subject across the school
- To liaise closely with appropriate staff regarding entries to all internal and external assessments
- To contribute to the training of new teachers through the provision of placements for I.T.T
- To plan and lead meeting in the department to enable the efficient and effective administration of the department
- To attend meeting within school and with Subject Leaders from other schools and organisations as required
- To act as team leader as required for performance management
- To work with the schools CPD manager to identify training needs and opportunities for staff in the subject area and organise and lead CPD training where appropriate
- To undertake any reasonable duty at the request and discretion of the Head teacher



Parrs Wood High School

Post : Head of Subject

Person Specification

Have good academic qualifications relevant to the post	Essential
Have a high regard for young people and the learning process	Essential
Have the ability to articulate and maintain a vision for high quality teaching	Essential
Have ability to communicate effectively both verbally and in writing	Essential
Have ability to lead a group of staff	Essential
Be efficient, highly organised and able to deal effectively with a heavy workload	Essential
Have a high level of ICT skills	Essential
Have proven ability to effectively motivate staff and pupils	Essential
Have the ability to establish good working relationships with staff, pupils Parents and the wider community	Essential
Able to negotiate objectives with staff that will raise their performance	Essential
Show a commitment to subject improvement and be able to demonstrate a present involvement	Essential
Have personal impact and presence	Essential
Show ongoing evidence of a commitment to their own personal development and training	Essential
Have energy, dynamism and a sense of humour	Desirable
Have appropriate professional development in preparation for Senior/Middle Management	Desirable
Evidence of further study preferably with a higher qualification	Desirable
Show a broad understanding of issues relating to the Subject's Curriculum Development	Essential
Have an appreciation of the Subject's potential in enhancing the education of young people	Desirable