

Broad Oak Community Primary School
Job Description



Post: Middle Leader
Post Designation: TLR2 minimum £2,640

Status of the Post:

This is a middle leadership post within the school's structure which carries with it membership of the Middle Leadership Team. The postholder will contribute to the smooth running of the school and support the SLT in the school's response to Government strategies and Children's services guidelines. The postholder is accountable to the Headteacher/Deputy Headteacher.

Main Purpose of the Post:

In addition to those professional responsibilities as set out in the School Teachers' Pay and Conditions of Employment Document, the postholder's key accountability will initially be to support the raising of standards in teaching and learning and attainment across the EYFS. The postholder will also support the SLT by focusing on a priority area across school.

Professional Responsibilities:

The postholder will be required to exercise his/her professional skills and judgement to support the SLT, in a collaborative manner, to carry out the duties set out below:-

Making an impact on the educational progress of pupils beyond those directly assigned

- Liaise closely with other MLT/SLT members to ensure continuity and progression of teaching and learning and individual pupil progress through the analysing of assessment data
- Ensuring that pupils have opportunities and curriculum experiences that are personalised to their particular learning needs.
- Monitoring progress across the curriculum and taking appropriate action to support/lead change
- Contributing to school self-evaluation through subject scrutiny
- Taking an active role in creating, monitoring and evaluating the School Development Plan

Leading, developing and enhancing the teaching practice of others

- Develop and enhance effective working relationships between staff in school.
- Managing the performance of support staff through appraisal meetings and pupil progress reviews.
- Identifying key professional development needs and ensuring that these are addressed through appropriate, high quality training, mentoring, coaching and support.
- Leading staff training sessions on school improvement priority issues
- Deputise for their phase leader in their absence on occasions.