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| **JOB DESCRIPTION: Curriculum Leader - Science**  **Grade: MPS + TLR1b**  **Overview of Curriculum Leader role expectations:**  In this role you will take overall responsibility for the leadership, management and co-ordination of all the work within the Science Curriculum Area  **Responsibilities and Tasks.**  As Curriculum Leader, in addition to carrying out the professional duties specified in the Teachers’ Pay and Conditions Document, he/she will be responsible to the Principal and Leadership Line Manager for the following specific areas: 1   1. Curriculum Development:  * To lead and involve all curriculum area staff in the development planning for their area. * To manage all aspects of the curriculum within the Curriculum Area to maximise student progress.  1. Raising Student Achievement:  * To have overall responsibility for the assessment, recording and reporting within the curriculum area. * To promote a purposeful, disciplined and thriving learning environment within the Curriculum Area which aims to raise student expectations and self-esteem.  1. Staff Development  * To manage the development of staff in accordance with whole school, Curriculum Area and individual needs.  1. Other Management Roles  * To represent their area through the school’s consultative structure and to consult with the Principal / Leadership Team line manager on matters concerning their Curriculum Area. * To manage effectively and efficiently all resources within the Curriculum Area. * To represent their Curriculum Area as necessary within the school and at meetings with governors, parents, inspectors, feeder schools, other secondary schools, etc. * To co-ordinate, promote and be involved in extra-curricular activities. * In addition, the role includes a teaching load. * Adherence to all safeguarding policies and procedures in place at George Mitchell School.   Name of Post Holder:  Signature:  Date: |