



Ackworth School

Job Title	Head of Physics
Date	September 2018
Department	Physics
Reports to	Head
Responsible for	Physics Department, one full time teacher, one technician

Purpose of the Role

The Head of Physics will lead and develop the Physics Department. This includes line managing the Physics teaching staff and support staff, curriculum and classrooms. The job holder is expected to have a genuine interest in keeping up with new developments in Physics and new approaches to teaching the subject.

The Head of Physics must be able to teach the subject at all levels, from Year 9 to Year 13 and prepare pupils for Oxbridge entrance. GCSE pupils are entered for the AQA Triple and Dual Award examinations based on ability. The A level course follows the OCR specification.

Departmental Information

The Department has two spacious Physics laboratories and these are served by a fulltime, well qualified technician. The department is well stocked with practical equipment and resources. Teachers collaborate on ways to improve learning and we strive to develop independence and intellectual curiosity in our pupils.

We challenge our pupils through clubs and societies; our Natural History Society is one of the oldest in the country. Teachers in the department offer weekly support workshops for pupils to help develop understanding and improve examination performance.

All staff are encouraged to continue professional development via internal and external courses, led by our Director of Learning and Teaching.

Main tasks and responsibilities

Learning and Teaching

- To lead and inspire learning and teaching in the department.
- To oversee best practice in teaching and to set an example in this regard.
- To foster a collaborative, effective, collegial and supportive departmental team of teachers and technicians.
- To develop a departmental plan in line with the school's academic development plan.
- To ensure that colleagues have access to the material resources required to teach (e.g. Handbook, schemes of work, department files)
- To maintain a current scheme of work, suitable for pupils at all stages of the school.
- To track performance of all pupils and offer suitable guidance to pupils and staff to raise achievement.
- To ensure high standards of teacher-pupil relationships and of pupil behaviour/attitudes to learning.
- To report to the Head and Academic Deputy in the Autumn Term with analysis of the previous year and present the departmental plan for the current year.
- To attend Heads of Departments meetings

Professional Conduct and Development

- Undertakes suitable external CPD, feeding back when appropriate, and participates and helps to deliver internal CPD, leading colleagues to improve.
- Collaborates with colleagues to improve and provide innovation in teaching, the department and throughout the School

Outside the Classroom

- To enrich learning through access to external events and by leading clubs and societies.
- Ensures pastoral matters are conducted with skilful sensitivity, supreme efficiency, and commendable effectiveness.

Leading the Team

- To ensure the induction and support of new staff, including lesson observation, appraisal and professional development.
- To oversee each teachers whole school contribution.
- To support the morale and well-being of staff in the department.
- To hold regular departmental meetings, with an agenda which meets the needs of the department, and to record minutes and action points.

Administration/Health & Safety

- To assume responsibility for the ordering, maintenance, safety and development of departmental resources and for the planning, presentation and control of the departmental budget.
- To devise and maintain departmental policies

Person Specification**Educational Attainment**

- A good first degree from a recognised university in Physics or a related subject such as Engineering (essential)
- A post-graduate qualification in a related subject (desirable)

Essential Experience

- Thorough knowledge of the Physics Curriculum and particularly GCSE and A level courses
- Involvement in extra-curricular activities

Desirable Experience

- Recognised teaching qualification, such as PGCE or equivalent experience
- Awareness of safeguarding requirements, in particular an understanding of good practice within a school that has boarding.
- High level of IT literacy
- Appreciate the needs of a boarding school
- Experience of managing change and improvement

Knowledge and Experience

The post holder will be an established teacher of physics or science and can deliver the teaching of physics to A level. They will have some knowledge and experience of putting together a scheme of work for the department or working with a Head of Department on the shaping of this. They will have experience in classroom observations either as a peer or department head.

Essential Skills

- A track record of excellence in the classroom with evidence of good results
- The ability to work well in a team and one who strives for excellence and leads by example.
- Good spoken and written English

Desirable Skills

- Evidence of the use of current and emerging technologies
- Demonstrate evidence of structured continuous professional development
- A track record of engagement in a range of extra-curricular activities

<ul style="list-style-type: none"> • Ability to communicate easily, both orally and in writing to a variety of audiences including pupils, parents and colleagues. • Ability to work under pressure. • Excellent and effective classroom management skills • Be organised and self motivated, with a proven record for meeting deadlines and targets • Able to perform well and remain professional whilst under pressure • Display a smart and professional appearance, representing the School in a positive manner • Have empathy for the Quaker values of the school • Ability to maintain confidentiality 	
<p>Core Competences</p> <p>Learning and Teaching Professional Conduct and Development Outside the Classroom Leading the Team Administration/Health & Safety</p>	

Ackworth School is committed to safeguarding and promoting the welfare of children and young people. All staff and volunteers are therefore expected to behave in such a way that supports this commitment.