



Ark Elvin Academy

Job Description: Head of Science

Reports to: Vice Principal

The Role

Reporting to the Vice Principal, the Head of Department is responsible for developing and leading a rigorous curriculum which enables the highest level of pupil progress and attainment.

As HoD Science you will take responsibility and be accountable for the outcomes of GCSE Combined Science, Triple Science and BTEC Professional pathways - you will drive ambitious outcomes to ensure exceptional performance.

Elvin's Science Department secured its best ever outcomes in 2024 – and we are expecting even more in 2025!

The role involves managing the professional community of Science teachers and technicians to ensure high attainment and to develop a love of learning in all pupils.

The Head of Science will be a member of a strong middle leadership team, making a significant contribution to the quality of learning and teaching across the academy, supporting our school improvement.

Key responsibilities

The full remit of the post will be negotiated dependent on the skills and experience of the candidate appointed. Specific responsibilities are subject to change.

The Subject Leader will take responsibility for the following specific roles within their wider role as a middle leader of the school:

- Coordinate a 7-year Science curriculum across the Academy
- Embed an Ark aligned Science curriculum across all key stages which will include attendance at key Science Mastery meetings and training
- Lead the professional community of Science teachers
- Be an excellent manager of the Science leadership team
- Develop Teachers at all levels including the coaching of trainees
- Plan, resource and teach Science lessons and sequences of lessons to the highest standard that ensure real learning takes place and pupils make excellent progress
- Provide a nurturing classroom and academy environment that helps pupils to develop as learners

- Help to maintain discipline across the whole academy
- Contribute to the effective working of the academy

Academy Culture

- To support the academy's values and ethos by contributing to the development and implementation of policies, practices and procedures
- To help create a strong academy community, characterised by consistent, orderly behaviour and caring, respectful relationships
- To help develop a school/department culture and ethos that is utterly committed to achievement and good discipline
- To be alert and active on issues relating to pupil welfare and child protection
- To support and work in collaboration with colleagues and other professionals in and beyond the school, covering lessons and providing other support as required.

Other

- To undertake, and when required, deliver or be part of the appraisal system and relevant training and professional development
- To undertake, within reason, other various responsibilities as directed by the Head of Department or Principal.

Person Specification: Head of Science

Qualification Criteria

- Qualified to at least degree level in Science
- Qualified to teach and work in the UK

Experience

- Evidence of being an outstanding teacher of the subject.

Knowledge

- Up to date knowledge in the curriculum area across all key stages
- An understanding of what an outstanding education looks like in the classroom
- An understanding of the strategies needed to establish consistently high expectations

Behaviours

Leadership

- Effective team worker
- High expectations for accountability and consistency
- Vision aligned with Ark's high aspirations, high expectations of self and others
- Genuine passion and a belief in the potential of every pupil
- Motivation to continually improve standards and achieve excellence
- Effective listening skills that lead to a strong understanding of others
- Commitment to the safeguarding and welfare of all pupils

Teaching and Learning

- Excellent classroom teacher with the ability to reflect on lessons and continually improve their own practice
- Effective and systematic behaviour management, with clear boundaries, sanctions, praise and rewards
- Thinks strategically about classroom practice and tailoring lessons to pupils' needs
- Understands and interprets complex pupil data to drive lesson planning and pupil attainment
- Good communication, planning and organisational skills
- Demonstrates resilience, motivation and commitment to driving up standards of achievement
- Acts as a role model to staff and pupils
- Commitment to regular and on-going professional development and training to establish outstanding classroom practice

Other

- Commitment to equality of opportunity and the safeguarding and welfare of all pupils
- Willingness to undertake training
- This post is subject to an enhanced Disclosure & Barring Service check