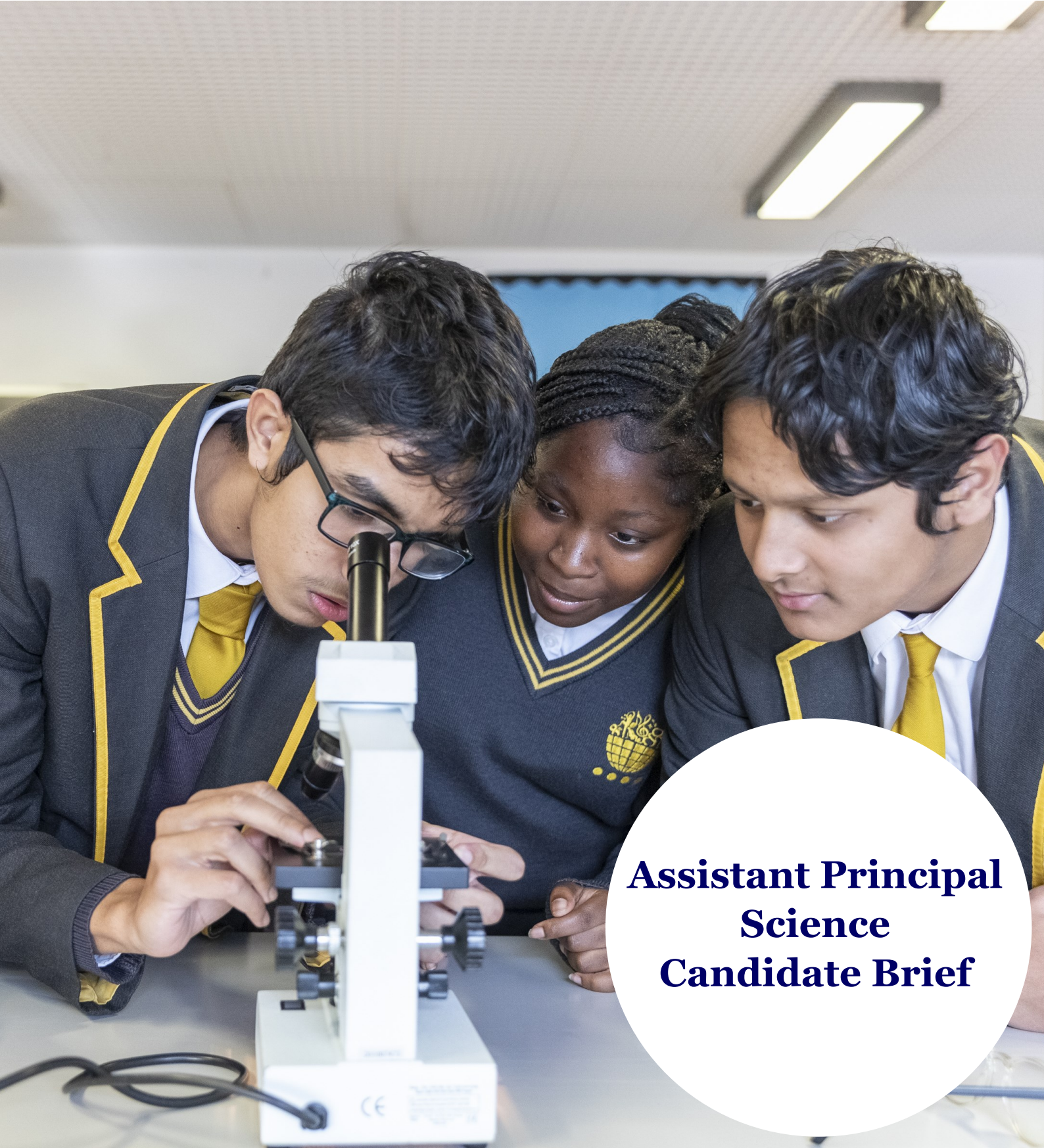




Ark Globe  
Academy



**Assistant Principal  
Science  
Candidate Brief**

Preparing students for university and to be leaders in their community.



# Executive Principal's Welcome

Dear candidate,

Thank you for your interest in the role of Assistant Principal Science at Ark Globe Academy.

Ark Globe Academy is an all-through 4-18 year old provision, with an Ark Start Nursery attached, based in the heart of Elephant and Castle, London. Our mission for Ark Globe Academy is to prepare students for university and to be leaders in their community.

The exciting opportunity, ideal for an aspiring Vice Principal, provides an excellent opportunity to gain experience within the Strategic Leadership Team (SLT). Working alongside a Vice Principal, the Assistant Principal will lead the science faculty in our secondary phase.

As Executive Principal, I am privileged to work with an amazing group of adults and children who are striving together to ensure every child has the opportunity to reach their full potential and pursue the career of their choice.

Our school is a happy school and we pride ourselves on the relationships our staff have with our students, caring for them throughout their education. We also work closely with families to ensure that all our students are committed to learning and develop the character necessary to take advantage of all the opportunities we provide. Consequently, our students achieve excellent outcomes, with over 80% securing a place at a top third university. This is more than three times the national average for non-selective state schools and higher than the independent school average of 63%.

Ark Globe Academy is part of the Ark network of schools, one of the country's most successful multi-academy trusts. The successful candidate will have access to exceptional development and training opportunities, as well as the opportunity to collaborate with colleagues across South London and our network.

If you would like to have a confidential conversation about the role, please contact my Executive Assistant, Catherine Moore, via [c.moore@arkglobe.org](mailto:c.moore@arkglobe.org).

Kind regards,

**Matt Jones OBE**

**Executive Principal**

**Ark Globe Academy & Evelyn Grace Academy**



### **Job Description: Assistant Principal for Science**

<b>Reports to:</b>	Vice Principal
<b>Start date:</b>	September 2025 or earlier if possible
<b>Location:</b>	Ark Globe Academy, Harper Road, London SE1 6AF
<b>Contract:</b>	Permanent
<b>Salary</b>	Ark Leadership L11 - L15 (£74,304.00 – £80,877.00)

#### **Interview schedule:**

<b>Closing date:</b>	9am 23 January 2025
<b>Shortlisting:</b>	Shortlisted candidates will be contacted on or by 24 January 2025
<b>Interviews:</b>	Thursday 30 January 2025 (all day)

#### **The Role:**

The Assistant Principal for Science will ensure excellent provision for KS3, KS4 & KS5 to truly prepare our students to be successful at university and beyond. Working closely with the rest of the Strategic Leadership Team, this role will be accountable for standards and achievement of students within the faculty. This will involve the line management of the Subject Leader, including necessary support and monitoring. In addition, ensuring high standards of teaching and learning to continue the drive to raise standards of attainment so that all students make excellent progress.

As a member of the Academy's Strategic Leadership Team, the successful candidate will contribute towards the Academy Improvement Plan (across the whole academy). The successful candidate will be expected to take on a whole academy responsibility based on their experience, skills and interests.

#### **Key Responsibilities:**

- Demonstrate outstanding leadership qualities and articulate clear values and moral purpose
- Standards and achievement for all areas within the faculty
- Model excellence in the classroom, leading the development of colleagues at all levels
- Confidently monitor and evaluate data and identify priorities for continuous improvement
- Train, coach and support identified teachers and leaders
- Communicate effectively and build strong relationships with the whole academy community
- Deputise for other leaders including the Academy Associate Principal or Vice Principal when required

#### **Leadership of the Faculty:**

- Delivering professional development to teachers within the faculty, including INSET training
- Supervising and supporting Trainee Teachers and Newly Qualified Teachers
- Developing strong relationships with parents by ensuring regular and productive communication
- Inspire, motivate and hold staff to account for the progress made by students and their attainment outcomes
- Ensuring high standards of behaviour within the faculty, in line with the Academy's policy, to ensure that learning is able to take place
- Managing departmental budget and resources effectively and efficiently.
- Ensure that all subject development plans, target setting and review within the faculty are established



### **Teaching and Learning**

- Excellent practitioner that teaches engaging and effective lessons that motivate, inspire and improve pupil attainment - ensures that they model best practice
- Monitor and evaluate teaching and learning within the subject area
- Acts as a role model to staff and students
- Commitment to regular and on-going professional development and training to establish outstanding classroom practice
- Participate in preparing students for external examinations

### **Curriculum setting and assessment**

- Develop and implement high quality syllabuses and schemes of learning for all year groups within the faculty, that are inspiring for learners
- Set regular, measurable and significant assessments for the students
- Maintain accurate pupil data for their subject and faculty area
- Analyse student data within the faculty and use results to make teaching more effective and to implement appropriate interventions and programmes to target areas of concern

### **Academy Culture**

- Support the Academy's values and ethos by contributing to the development and implementation of policies, practices and procedures
- Help create a strong academy community, characterised by consistent, orderly behaviour and caring, respectful relationships
- Support and work in collaboration with colleagues and other professionals in and beyond the Academy, covering lessons and providing other support as required.
- Undertake and when required, deliver or be part of the appraisal system and relevant training and professional development
- Demonstrates resilience, motivation and commitment to driving up standards of achievement

### **Other specific responsibilities**

- Lead line management meetings and circulate minutes promptly
- Attend and contribute to SLT meetings
- Supervise key parts of the school day as required (e.g. arrival or departure from school)
- Plan the provision and support for new staff
- To observe teaching, monitoring teachers' knowledge of data, setting of homework, marking and challenge to students' performance

### **Other**

- Undertake, and when required, deliver or be part of the appraisal system and relevant training and professional development
- To undertake any other responsibilities as directed by the Executive Principal

### **Role review**

This job description sets out the main duties of the post at the time of drafting. It cannot be read as an exhaustive list. These responsibilities will be discussed annually as part of the post holder's annual performance review and are subject to change. However, it may be altered at any time subject to need in consultation with the post holder subject to the Executive Principal's approval.



**Person Specification: Assistant Principal for Science**

**Qualification Criteria**

- Qualified to degree level and above
- Qualified to teach and work in the UK
- Evidence of professional development

**Experience**

- Experience of leading and/or contributing to a high achieving department
- Experience of raising attainment in a challenging classroom environment
- Experience of delivering consistently outstanding lessons to students of all ages and abilities
- Experience of implementing behaviour management strategies consistently and effectively
- Experience of supporting students of all ages and abilities to make excellent progress and achieve impressive examination outcomes
- Experience of providing professional development to teachers (coaching, mentoring and training)
- Experience of designing and developing resources to support learning
- Experience of preparing and leading training sessions
- Evidence of continually improving the teaching and learning in their subject area through schemes of work, assessment and extra-curricular activities etc.

**Knowledge**

- Knowledge of the latest educational research, findings and best practices
- Excellent knowledge of the National Curriculum for KS3, KS4 and ideally KS5 and a solid grounding in the assessment processes used to support planning and raise student attainment across Key Stages
- Understanding of the strategies needed to establish consistently high aspirations and standards of results and behaviour.

**Behaviours and attitude**

- Model professionalism and high expectations at all times
- Contribute to the coordination of vision and strategy for the academy
- Demonstrates resilience, motivation and commitment to driving up standards of achievement
- Evidence of the skills and competencies to develop effective relationships with parents, the community and other stakeholders

**Leadership and Management**

- Contributed to and deliver the vision for the school so that it is owned by all staff, students and parents
- Experience in leading on projects and programmes that have ensured challenging objectives have been met
- Experience of line managing staff to ensure high levels of consistency and leadership
- Genuine passion and a belief in the potential of every student
- Motivation to continually improve standards and achieve excellence
- Commitment to the safeguarding and welfare of all students

**Other**

- This post is subject to an enhanced Disclosure and Barring Service check.
- Commitment to equality of opportunity and the safeguarding and welfare of all students



Ark Globe  
Academy

*Ark is committed to safeguarding and promoting the welfare of children and young people in its academies. In order to meet this responsibility, its academies follow a rigorous selection process to discourage and screen out unsuitable applicants.*

*Ark requires all employees to undertake an enhanced DBS check. You are required, before appointment, to disclose any unspent conviction, cautions, reprimands or warnings under the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975. Non-disclosure may lead to termination of employment. However, disclosure of a criminal background will not necessarily debar you from employment - this will depend upon the nature of the offence(s) and when they occurred. To read more about Ark's safer recruitment process, please click this [link](#).*