Job Description

Responsible person(s): Head of Art
Last review: Aug 2025

Job Title	Teacher of Art
Report to	Head of Art
Department	Art
Start Date	1st August 2027

Job Description

The Teacher of Art will:

Leading Learning & Teaching

- Put students' learning and welfare at the centre of all of their practice and decision making
- Have a clear vision for effective learning and teaching across their department that reflects and complements whole school goals and guiding statements
- Model excellent classroom practice
- Have a clear understanding of what excellence looks like in their various subject areas and set standards that support everyone in aiming for this
- Maintain an active critical interest in educational research and debate and promote discussion and training within the teams
- Manage and evaluate effective systems for the assessment and tracking of learning, as well as implement a range of sustainable intervention strategies, to ensure all students make excellent progress
- Work to sustain expert subject knowledge

Staff & Effective Teams

- Promote a positive culture of developing practice in the Art department
- Actively seek to grow and develop through department meetings and Continuing Professional Development t, performance management and effective delegation of responsibility

- Work alongside school leaders to build a happy and healthy community, where colleagues' welfare is considered as a routine part of decision making
- Work alongside school leaders to develop the capacity of colleagues and plan for succession.

School Improvement & Effective Partnerships

- Work proactively with other staff and school leaders to support and develop initiatives that promote the work of their teams and/or school goals.
- Liaise constructively (and proactively) with the parental community to communicate the vision and goals of the department and school along with other issues or developments within the department.
- Look for opportunities to work collaboratively with other school leaders to develop own practice as well as the practice and provision within department.
- Work for any ad hoc tasks as reasonably required by the Headteacher, Director of Academics and Head of Art from time to time.
- To cooperate with the Marketing team for student recruitment, school promotion and other activities.

Key Duties

The Teacher of Art will:

Aims & Ethos

1. be responsible to the Headteacher and the Head of Art, for the safe, proper and imaginative provision of Art in line with the School's mission and ethos;

Teaching Load

2. teach for up to a maximum of 40 x 60 minute periods out of 60 periods /10 day cycle

Curriculum Planning

3. Contribute widely to excellent curricular planning, implementation and review in the following areas:
   a. The regular review, analysis and updating of departmental Programmes of Study and Schemes of Work and resources;
   b. Home Learning in accordance with the school's Home Learning Policy;
   c. The setting of appropriate work during periods of cover for unforeseen absence within the department.
   d. Organise and supervise ECA's.
   e. Actively promotes ECA's and seek student participation.

f. By shift to attend evening school and weekend duty to supervise students' study and to ensure their safety and security.

Key Responsibilities

4. Teacher of Art's key responsibilities
   a. To support the development of the Art Curriculum and cross curricular links
   b. To plan and deliver varied and engaging art and design lessons in line with the British National Curriculum.
   c. To conduct regular assessments and write reports for Art students.
   d. To prepare, and clear up materials and equipment, including painting, drawing, ceramics, print and textiles for lessons, workshops and open days as needed.
   e. Present students' artwork in internal and external exhibitions, displays and school newsletter.
   f. Participate in continuing professional development and share any specialist knowledge and skills with staff.
   g. Follow and monitor Health and Safety procedures including locking up flammables and sharps when not in use.
   h. To cooperate with the Marketing team and Head of Art for student recruitment, school & department promotion, and other activities.
   i. Performing any other tasks as reasonably requested by the Head of Art.

English Language Learning

5. Contribute to the promotion of English as an Additional Language in the following ways:
   a. Awareness of the best practice in EAL with respect to lesson preparation, lesson delivery and differentiation, assessment, marking and reporting;
   b. Ensuring that EAL support staff are well used through co- planning, support in lessons, assessment and feedback;
   c. Supporting the Head of Learning Support in promoting school-wide goals and strategies in respect of developing students' Spanish proficiency.

Assessment

6. be responsible for assessment in the following areas:
   a. Ensuring compliance between schemes of work, classroom practice and examined content and skills for external examinations as defined by the relevant syllabuses for externally examined courses within

the department.

b. Maintaining a high awareness among departmental staff of new or upcoming changes to externally examined courses including changes to content and/or assessment procedures.
c. Ensuring that external examination entries and predicted grades are accurate;
d. Co-ordination of the preparation and marking of internal assessment papers in line with external examination standards;
e. Co-ordination of the preparation and marking of admissions tests as required;
f. Selection, in consultation with the Head of Art and Head of Academics, of suitable examination boards which fit best with the School Values;

Performance Management

7. be responsible to the Head of Art who will normally act as Line Manager and who will normally conduct Performance Management;

8. Participate actively and constructively in the School's performance management process in accordance with the Performance Management policy:

9. Reflect on personal practice and participate in peer Learning Walks and Classroom Observation to ensure the sharing of best practice across the School

Communication

10. Contribute to excellent communication in the following areas:
    a. Regular reporting to parents about the progress of students that explains how students can improve alongside a summary of their achievements;
    b. Regular and published departmental meetings (including agenda setting, production and circulation of minutes, implementation of arising action points)
    c. Attendance at regular Department Meetings and other meetings as required;

Budget & Resources

11. Contribute to budgeting and resources in the following areas:
    a. Ordering books and equipment in accordance with the school budgeting policies and procedures;
    b. Ensuring that an up-to-date record is kept of department resources;

c. Ensuring that departmental resources, books and ICT hardware are treated with great care.