



Mossbourne Federation

JOB DESCRIPTION

POSITION	Head of Learning Area (HOLA) - Humanities
SALARY	Leadership Scale – L5-L9 (dependent on experience)
HOURS	40 hours per week
FULL TIME EQUIVALENT	Full Time, 52.143 weeks per annum
CONTRACT TYPE	Permanent
RESPONSIBLE TO	Senior Team
RESPONSIBLE FOR	Second in Charge, Heads of Department, Humanities Team
LOCATION	Mossbourne Victoria Park Academy
KEY WORKING RELATIONSHIPS	SLT, ELT, Teaching Staff, Support Staff, Students and Parents

Background

Mossbourne is the realisation of Sir Clive Bourne's dream to provide the children of Hackney with an outstanding education. Mossbourne is built on a formula of high expectations, doing the simple things right, and the belief that all children can succeed. All learners, regardless of ability, benefit from the innovative and enlightened approaches to teaching and learning. The Federation's calm working atmosphere creates well-rounded individuals who excel in the arts, on the sporting field and academically.

The Mossbourne Federation consists of seven academies in both East London and Thurrock: Mossbourne Community Academy (MCA) secondary and sixth form, Mossbourne Victoria Park Academy (MVPA) secondary, Mossbourne Fobbing Academy (MFA) secondary and sixth form, Mossbourne Port Side Academy (MPSA) secondary, Mossbourne Parkside Academy (MPA), Mossbourne Herd Lane (MHA), and Mossbourne Riverside Academy (MRA) all primary.

The Mossbourne Federation is actively seeking to increase the proportion of our workforce who come from diverse backgrounds. We particularly welcome applications from people of Black, Asian and other minority ethnic descent. Injustice, discrimination and intolerance go against the core tenets of the Mossbourne ethos. We actively reject discrimination in our academies through continuous review of our working policies & practices across the federation, including at the board level. We are committed to developing & supporting inclusivity, diversity & anti-racism in every facet of what we do.

Mossbourne Victoria Park Academy (MVPA)

At Mossbourne Victoria Park Academy (MVPA) we continue to build on the Federation's ethos of exceptional education for all our students. With children at the heart of everything we do, MVPA continues to raise expectations and achievement in Hackney and its neighbouring boroughs, with the belief that all students can fulfil their true potential. Our students' progress at GCSE puts us in the top 1% of schools nationally, and we believe there is more to do. Our staff deliver excellent lessons, and our students enjoy a vibrant enrichment programme and have access to debate, speech-making and presentation training through our oratory specialism. Our excellent teaching staff work in a rewarding environment where everyone pulls together for the same thing - the best possible deal for our students.

If you want to be part of the team that is improving the future of our students, then read on!



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The Extended Leadership Team (ELT)

The ELT consists of the Principal, the Senior Team, Pastoral Leads and the other Heads of Learning Area. The ELT support the Principal and Senior Team in both the day-to-day running of the Academy and in shaping the medium and longer-term strategy for maintaining superb standards for our staff and students. The ELT, on a rota, run the senior detention and carry out senior duties, as well as being highly visible staff who are always available to support all staff in the Academy.

The Head of Learning Area Role

We are seeking an outstanding leader and Humanities practitioner who is ready to join the Extended Leadership Team and lead one of the top Humanities teams in the country. The Humanities learning area is renowned within the Academy for its consistently outstanding results at GCSE, as well as for its collaborative and friendly staff who are at the forefront of teaching and learning across the school. We are looking for someone with the vision, grit and academic acumen to continue the department's success.

The Humanities Learning Area is made up of seven subjects, each with its own Head of Department or Lead Teacher: History, Geography, Religious Studies, Sociology, and Psychology. The successful candidate may be required to be the Lead Teacher or Head of Department for their subject specialism.

JOB SUMMARY

The Academy is looking for an outstanding leader to join the Extended Leadership Team. This role will be fundamental to maintaining the learning environment in which Mossbourne students excel. As a HOLA, you will be the driving force in maintaining and sustaining high standards in Humanities and ensuring the successful growth of the Mossbourne Federation.

The role is both demanding and rewarding and requires an outstanding leader who is robust, rigorous, pays close attention to detail and has superb communication and interpersonal skills.

The Academy invites applications from candidates who are well-organised, creative and focused on the attainment of all learners.

Main Duties & Responsibilities

- To join the Extended Leadership Team and ensure outstanding outcomes for students in the Humanities Learning Area.
- To promote the Academy's ethos of high aspirations and outstanding performance in all areas.
- To model, in everything you do, the Academy's values of courtesy, integrity, hard work, resilience and excellence.
- Promoting and being committed to the Academy's aims and objectives and to implement Academy policies.
- To performance-manage curriculum leaders and teaching staff within your learning area.
- To observe colleagues as part of their performance management and give objective feedback, setting targets where appropriate.
- To keep abreast of developments in the Humanities curricula and ensure that these changes are implemented in lesson delivery and schemes of learning.
- To undertake duties, including senior duties, as directed and in accordance with Academy expectations.
- To attend and support all Academy events, including parents' evenings and results days.
- To act as a mentor for ECTs, trainee teachers and other members of the learning area as necessary.
- To plan and deliver high-quality, differentiated lessons on a day-to-day basis
- To set homework in accordance with Learning Area policy and to mark work regularly to aid progression, keeping clear records of attainment and following up on non-submission
- To organise and run enrichment opportunities and to support interventions for students within English
- To model excellent teaching and learning in all lessons and to be available for observation by less experienced members of the learning area and members of the wider academy as part of their CPD
- To supervise Prep
- To comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this job description.



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Person Specification				
E Essential Or D Desirable	Requirements	Assessment Criteria		
		Interview	Application Form	Task / Lesson
Experience				
E	A proven track record of success in middle leadership	X	X	
E	Ability to teach your subject at all key stages	X	X	X
E	A track record of supporting staff in improving their practice	X	X	
E	A track record of supporting students to achieve superb outcomes in your subject area	X	X	X
E	Ability to reflect on your own and student performance in lessons and adapt practice accordingly	X		X
E	Ability to select and devise appropriate teaching methods and resources to meet the differing needs of students in practical and written work	X		X
E	Effective planning, assessment and record keeping	X	X	
E	Ability to work independently and as part of a team, contributing to INSETs	X	X	
E	Ability to develop and maintain positive relationships with teachers, support staff and parents	X		
E	Excellent classroom management and efficient organisation of resources	X	X	X
Qualifications				
E	A good degree in the subject or a related subject	X		X
E	Qualified Teacher Status (QTS)		X	
IT knowledge				
D	Strong working knowledge of the MS Office Applications		X	
D	Ability to swiftly adapt to and utilise new/various systems / software		X	
D	Effective & appropriate use of ICT in lessons & across Learning Area		X	X
Behavioural Competencies				
E	Excellent communication skills	X		X
D	Strategic approach, ability to see the 'big picture'	X		
E	Commitment to meeting deadlines internally and externally ensuring output consistently is of an exemplary standard	X		
E	The upmost integrity and high levels of motivation & commitment.	X		
E	Proactive approach & efficient time management & prioritisation skills	X		
E	Genuine interest & passion for the education of young people & the will to contribute to the wider life & community of the Federation	X	X	
Applicable to all staff				
E	Undertake training as required to fulfil the requirements of the role	X	X	X
E	Support Mossbourne's efforts both verbally and non-verbally (i.e. Via actions and attitude), including adjusting performance and practice in accordance with Mossbourne's initiatives and findings	X	X	X
E	Recognise your role as part of the succession of Mossbourne	X	X	X
E	Play an active role in terms of Safeguarding all students and adults	X	X	X

Mossbourne Federation reserves the right to modify this job description to ensure the needs of the Federation & students are met. Mossbourne Federation provides equal employment opportunities to all employment applicants and employees without regard to race, colour, religion, gender, sexual orientation, national origin, age, disability or status. The document is not a comprehensive list; it simply outlines expectations of this role. This post is subject to an enhanced DBS disclosure. The post holder must be committed to safeguarding the welfare of children.