



Mossbourne
Federation

Head of Learning Area – English

Extended Leadership Team

Job Description



POSITION	Head of Learning Area, English, and member of Extended Leadership Team
SALARY	Leadership Pay Spine - competitive
START DATE	1 st September 2025
HOURS	40 hours per week
FULL TIME EQUIVALENT	Full Time, 52.143 weeks per annum
CONTRACT TYPE	Permanent
RESPONSIBLE TO	Senior Leadership Team
LOCATION	Mosbourne Fobbing Academy
KEY WORKING RELATIONSHIPS	SLT, ELT, Teachers, Support staff, Students and Parents

Background

Mosbourne is the realisation of Sir Clive Bourne’s dream to provide the children of Hackney with an outstanding education. Mosbourne 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 Mosbourne Federation consist of seven academies: Mosbourne Community Academy (MCA), Mosbourne Fobbing Academy (MFA), secondary and sixth form, Mosbourne Victoria Park Academy (MVPA), Mosbourne Port Side Academy (MPA) secondary, Mosbourne Parkside Academy (MPA), Mosbourne Riverside Academy (MRA), Mosbourne Herd Lane Academy (MHA) primary.

The Mosbourne 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 Mosbourne ethos. We actively reject discrimination in our academies through continuous review of our working policies & practices across the federation, including at board level. We are committed to developing & supporting inclusivity, diversity & anti-racism in every facet of what we do.

Mosbourne Fobbing Academy (MFA)

Mosbourne Fobbing Academy is a school with a rich history of excellent academic, artistic, and sporting achievements. Today, that legacy of excellence lives on through our wonderfully talented students and terrifically dedicated staff.

Everything we do is built on the conviction that learning and safeguarding come first. We expect the highest standards of behaviour so that our students can focus on learning in an environment that supports them to feel, and be, safe. This means our teachers intellectually plan and teach lessons with great care, and in great detail, to ensure that all of our students acquire the knowledge, character and qualifications they need to reach their potential. Our students capitalise on a fantastic range of facilities that encourage them to nurture and pursue their passions in sports and the arts. While our range of extra-curricular activities, including the Combined Cadets Force and The Duke of Edinburgh’s Award, offer experiences that broaden horizons and enrich lives.

We are dedicated to ensuring that our students leave equipped with the knowledge, character and qualifications that open the doors to whatever future they envisage for themselves. Our students leave ready to make their mark on the world and bring positive change to their communities.

Mosbourne Fobbing Academy is at an exciting point in its history as it joins the Mosbourne Federation – a Federation with exceptionally high standards where students achieve outcomes which are among the best in the country. These exciting times bring our school a fantastic opportunity to develop, to grow and really prosper as we continue our mission to ensure our students get the outstanding education they deserve.

If you want to be part of the team that is improving the life chances of our students, then read on.



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 English Learning Area

The English Learning Area currently employs the equivalent of 9 full-time teachers teaching English, English Literature and A Level English Literature. Responsibility for the learning area is shared between the Head of Learning Area (HoLA), a second in charge and several other members of the team. English teachers at Mossbourne Fobbing Academy (MFA) are passionate about their subject, passionate about reading and literacy and are committed to the pursuit of excellence; it is an exciting place to teach English. Every student takes a GCSE English Language and GCSE English Literature. The department is well-resourced with every classroom benefiting from an interactive whiteboard and a visualiser. The department also has its own workspace in which English teachers work collaboratively to seek the very best ways to ensure student success and engender a love of the subject.

Job Summary

We are seeking an outstanding leader and subject expert in English, who is ready to join the Extended Leadership Team and lead one of the key learning areas in our academy. You will be responsible for setting exacting high standards for students and staff and providing expert support to both students and staff in the English Learning Area and beyond. You will oversee a significant budget and, as a member of the Extended Leadership Team, embody the ethos of the federation and help develop and support the strategic vision of the academy enabling students and colleagues to excel and grow.

We are looking for a leader with the vision, grit, and academic acumen to support and develop the Learning Area's success. We encourage applications from teachers with experience leading a department or with a track record of holding an area of responsibility who are ready to embrace the responsibility of being a member of a whole academy leadership team.

Main Duties & Responsibilities

- To join the Extended Leadership Team and ensure outstanding outcomes for students in the English 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, hard work and excellence.
- Promoting and being committed to the Academy's aims and objectives and to implement Academy policies.
- To performance-manage 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 English curriculum 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 comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this job description.
- To oversee Prep lessons, including delivery of 'Bourne Scholar' sessions, as directed and in accordance with Academy expectations.



Person Specification				
E Essential Or D Desirable	Requirements	Assessment Criteria		
		App Form	Task	Inter view
Experience				
E	A proven track record of success in middle leadership	X	X	
D	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	Ability to select and devise appropriate teaching methods and resources to meet the differing needs of students	X		X
E	Ability to reflect on your own and student performance in lessons and adapt practice accordingly	X	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
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	To develop & maintain positive relationships with all stakeholders	X	X	
E	Effective 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	Expert knowledge of the Microsoft package (Word, Excel, Outlook, Publisher, Power Point).		X	
D	Ability to swiftly adapt to and use a variety of software systems.		X	
D	Capable of making effective and appropriate use of ICT in lesson delivery and within the learning area.		X	X
Behavioural Competencies				
E	Excellent analytical and multi-dimensional 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	Ability to meet all deadlines internally and externally ensuring output consistently is of an exemplary standard	X		
E	The upmost integrity and exceptional motivation & commitment.	X		



E	Proactive approach with efficient time management & prioritisation skills.	X		
E	Genuine interest in & 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 through your actions & attitude, adjusting performance and practice in accordance with Federation initiatives and directives.	X	X	X
E	Recognise your role as part of the success of Mossbourne.	X	X	X
E	Play an active role in the safeguarding of 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.

***The document is not a comprehensive list; it simply outlines the 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.***