

JOB DESCRIPTION

Post Title:	Subject Leader for History
Salary/Grade:	TMS/UPS + TLR 2a
Contract:	Full time, permanent
Commencing:	September 2026
Reporting to:	Assistant Head Teacher
Liaising with:	Senior Leadership Team, Subject Leaders, teaching staff, support staff, WeST staff, external agencies and parents/carers.
Purpose:	Lead learning and teaching in the subject across the Key Stages and to be the key advocate for the promotion of History. Ensure progress and attainment outcomes reflect student's ability.

Main Duties and Responsibilities:

You are to carry out the duties of your post as specified in the current national pay and conditions document. In particular, you will be expected to implement and promote whole school policies and ethos in class and around the school.

At all times demonstrate and uphold WeST's core values, ensuring that behaviour, actions and decisions align with the principles that guide our work.

You will:

- Teach your subject as required by the school timetable.
- Monitor, mentor and support a tutor group and maintain close communication with their parent/carer.

Your specific responsibilities as Subject Leader are:

- Promote effective learning in History.
- Work with the department EDOS and contribute to the wider community of History throughout the Trust.
- Use data, observation and school monitoring procedures to set expectations and targets for students in relation to standards of pupil achievement, and the quality of learning.
- Establish and implement clear policies and practices for assessing, recording and reporting on pupil progress and achievement. Ensure that information about pupils' achievements in previous classes and schools is used effectively to secure good progress in the subject.
- Monitor the delivery of individual full time teacher performance target within the subject and provide brief termly reports to the line manager.
- Undertake the line and performance management of teaching and non-teaching member/s of staff assigned to your subject, conducting regular reviews, liaising with the Assistant Headteacher (Curriculum) and Headteacher, and monitoring progress toward targets. Make recommendations based on professional development review to the Headteacher.
- Ensure that teachers of your subject contribute to the curriculum coverage, continuity and progression in the subject for all pupils, follow the agreed schemes of work and match work well to pupils' needs, including those of high ability and those with special educational needs.

- Establish with the involvement of relevant staff-, short-, medium- and long-term plans for the development and resourcing of the subject. Establish, monitor and evaluate subject plans.
- Establish staff and resource needs and advise the Assistant Headteacher (Curriculum) of likely priorities for expenditure and allocate available resources with maximum efficiency to meet the objectives of the school and subject plans and achieve value for money.
- Deploy, or advise the SENDCO on the deployment of staff involved in working with pupils with SEND to ensure the most efficient use of teaching and other expertise.
- Organise and co-ordinate the deployment of learning resources, including online resources, and monitor their effectiveness.
- Maintain existing resources and explore opportunities to develop or incorporate new resources from the wide range of sources inside and outside the school.
- Ensure the effective and efficient management and organisation of learning resources, including information and communications technology.
- Provide guidance on the choice of appropriate teaching and learning methods to meet the needs of the subject and of different pupils.
- Evaluate the teaching of the subject in the school, use this analysis to identify effective practice and areas for improvement and, working with the Senior Leadership Team, take action to improve further the quality of teaching.
- Liaise with other subject leaders to create cross curricular learning opportunities within and beyond school.
- Contribute to assemblies where relevant.
- Liaise with the Exams Officer at various points throughout the school year to ensure accurate and timely exam entries.
- Liaise with teachers in partner primary schools and other local secondary schools as part of a strategic engagement plan agreed with the Senior Leadership Team.
- Establish a partnership with parents/carers to involve them in their child's learning of the subject, as well as providing information about curriculum, attainment, progress and targets. Also contribute to Parent Information Evenings.
- Develop effective links with the local community, including business and industry, in order to extend the subject, enhance teaching and develop the pupils' wider understanding.
- To contribute and play an active role in the Westcountry Schools Trust History community
- Play a full part in the life of the school community, to support its distinctive mission and ethos and to encourage staff and students to follow this example.
- Undertake any reasonable duties commensurate with the role as directed by the Head Teacher or Senior Leadership Team.
- Employees are expected to be courteous to colleagues and provide a welcoming environment to visitors and telephone callers.
- To act in accordance with, and actively promote, all Trust policies, including Safeguarding, Health and Safety and Equality & Diversity.
- Preparing and contributing to Trust wide development by sharing best practice and delivering/receiving professional feedback.
- To retain confidentiality and maintain data and/or files in accordance with Trust policies for data governance, as appropriate for the role.

The school will provide support for professional development but you are expected to be responsible for and proactive in your own professional planning and to keep a portfolio of evidence of your experiences and achievements.

PERSON SPECIFICATION

Method of Assessment The table indicates the possible method/s by which the skills/knowledge/level of competence in each area will be assessed.	Essential or Desirable	Application Form	Interview (or other selection activity)
VALUES-BASED BEHAVIOURS - It is important to us that your values align with ours:			
Compassion:			
Recognising need in others and acting with positive intention to promote well-being and improve outcomes	X		X
Aspiration:			
Works to high expectations, modelling the delivery of high-quality outcomes	X		X
Showing passion, persistence and resilience in seeking creative solutions to strive for continuous improvement and excellence	X		X
Integrity:			
Acting always in the interests of children and young people,	X		X
Acting with a consistent and uncompromising adherence to strong moral and ethical principles	X		X
Communicating with transparency and respect, creating a working environment based on trust and honesty	X		X
Collaboration:			
Creating a shared vision and working effectively across boundaries in an equitable and inclusive way to skilfully influence and engage others	X		X
Qualifications and Experience:			
Qualified Teacher Status	X	X	
A good honours degree in History (or equivalent subject).	X	X	
Taken every opportunity to gain teaching experience	X		
Prepared through appropriate INSET for a leadership or management position	X		
A proven successful teaching record evidenced through student outcomes	X	X	
Evidence of Leadership or middle leadership training	X	X	
Attitudes:			
Value the education of every student	X	X	
Be committed to equal opportunities	X	X	
Be committed to high quality in all aspects of their work	X	X	
Have a collaborative approach towards their work	X	X	
Adopt a reflective approach toward professional decision making	X	X	

Promote a positive image of the school	X		
Recognise that it is the task of leaders to provide active support for colleagues	X	X	
Be committed to continuous improvements	X		
Skills:			
Plan and organise teaching consistently to achieve clear targets	X		
Utilise ICT in delivery of programmes and data management	X		
Communicate effectively with a range of audiences	X		
Work as a member of a team	X		
See tasks and plans through to completion	X		
Manage change effectively by supporting colleagues	X		
Qualities:			
A sound and professional approach towards their work	X		
Energy and enthusiasm	X		
A desire to facilitate achievement	X		
A sense of responsibility for both their students' and their own performance	X		
An accessible disposition	X		
Sensitivity and a readiness to understand the needs of others	X		
A commitment to the aims and objectives of the school	X		
Further Requirements:			
Displays an awareness, understanding and commitment to the protection and safeguarding of children and young people	X		