

**Job Title:** SET Leader of Education - Primary

**Salary:** up to UPS + an LoE Allowance  
**Time:** 1 or 2 day per week (0.2 or 0.4 FTE)

**Reporting to:** Chief Education Officer (CEdO)

### Job purpose

- To support the SET Primary teams in raising standards within their schools.
- To promote and develop good practice across the Trust and to share their own excellent knowledge and understanding of the National Curriculum and the requirements of examination teaching

### Main responsibilities

- To be an advocate for their phase and to work collaboratively with others to improve Primary teaching across the Trust
- To liaise with the CEdO and with Trust heads to identify and prioritise areas for development within our schools
- To strategically develop professional knowledge of primary teaching and learning in middle leaders and senior leaders.
- To support teachers and subject leaders with planning and self-evaluation, ensuring high quality teaching materials, sharply focused schemes of learning and assessment, and effective curriculum design which leads to continuous improvement.
- To monitor and evaluate the quality of the primary curriculum in our schools, acting to strengthen through a continuous cycle of evidence-based improvement
- To ensure they are familiar with the curriculum requirements of different key stages
- To contribute to the work of the SET Leaders of Education team including leading on appropriate Trust-wide CPD
- To remain up to date with the latest research in their area
- To maintain an up-to-date understanding of best practice and debate on curriculum design, curriculum leadership, and teacher development.
- To maintain appropriate records of work undertaken and to report orally and in writing in a manner which ensures clarity of communication to the CEdO.
- To promote and safeguard the welfare of the children and young people that they are responsible for, or come into contact with

### Line Management Arrangements

- SET Leaders of Education are line managed by the CEdO who will work with them to identify priorities for each half term and monitor their work accordingly.

*Whilst every effort has been made to explain the accountabilities and responsibilities for this post, each individual task may not be identified.*

*This job description is current, but following consultation with you, may be changed by the CEdO to reflect or anticipate changes in the post which are commensurate with the salary and job title.*