



THE HOWARD PARTNERSHIP TRUST

'Bringing out the Best'

THREE RIVERS ACADEMY

JOB PROFILE – HEAD OF ENGLISH FACULTY

Job Title:	Head of English Faculty			
Reporting to:	Assistant or Vice Principal			
Salary:	MPS/UPS + TLR1c			
Start date:	June 2026			
Job Purpose:	<ul style="list-style-type: none"> To ensure that all staff within the faculty provide high-quality teaching and learning that supports students to make as much progress as possible To lead and develop a team and participate in activities that support the improvement priorities of the school To consistently maintain the Teacher Standards 			
Key accountabilities				
Strategic Leadership	Teaching and Managing Student Learning	Assessment and Evaluation	Professional Development	Communication
<ul style="list-style-type: none"> To develop, promote and monitor whole school policies and procedures with specific responsibility for improving the quality of teaching and learning within the faculty To audit and plan the curriculum provision and enrichment within the faculty To identify areas for improvement within the faculty and contribute to whole-school self-evaluation and improvement planning To set expectations and targets for staff and students in relation to student achievement and monitor progress towards these targets To contribute to the 	<ul style="list-style-type: none"> To ensure that teaching and learning within the faculty is of a consistently high standard and provides challenge and engagement To create, review and update effective schemes of work for all key stages which support the highest quality teaching and enable progression for all students To observe and analyse classroom practice, offering targeted support when necessary in line with whole school Quality Assurance procedures To develop students' communication, literacy and numeracy skills To keep abreast of new 	<ul style="list-style-type: none"> To establish and implement clear practices for assessing, recording and reporting on student progress in line with school policy To lead the implementation of intervention strategies to ensure outstanding progress for all students 	<ul style="list-style-type: none"> To role model outstanding classroom practice To inspire and motivate staff within the faculty and develop a cohesive team To promote collaborative working within the faculty, with other subject areas and other THPT schools 	<ul style="list-style-type: none"> To attend regular line management meetings with SLT line manager To attend Curriculum meetings and follow up any action points To organise faculty meetings ensuring the focus is on the improvement of Teaching and Learning To establish effective communication with parents / carers To develop lines of communication between feeder schools and faculty staff to ensure continuity and progression. To attend parent / information evenings in line with role

<p>appointment of staff to the faculty</p> <ul style="list-style-type: none"> • To deploy teaching and support staff within the faculty. • To carry out Performance Management in line with whole school procedures • To manage a budget and oversee effective allocation of material resources within the faculty 	<p>curriculum thinking (including KS2) and examination specifications</p> <ul style="list-style-type: none"> • To promote the use of the VLE and extra-curricular opportunities to extend learning beyond the classroom • To manage student behaviour, sanctions and rewards within the faculty in line with school policy 			
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Subject Specific Information

The English and Media Faculty at Three Rivers is a team of dedicated and enthusiastic teachers who deliver the English curriculum at all three Key Stages and Media Studies at Key stage 4 and 5. Retention is excellent, with some members of the team boasting a tenure stretching over 10 years, whilst others have re-joined after short periods elsewhere. As a faculty, we work well collaboratively and are open to innovative approaches and strategies. Students benefit from ten dedicated English classrooms over two floors, an Apple Mac suite and computer suite for Media students. Every full-time teacher teaches in their own room. We are an extremely well-resourced department, with all classrooms housing interactive HD TV screens.

For more information please visit the curriculum information on our website [Three Rivers Academy - English](http://www.threeriversacademy.org.uk/English)

Additional Information

- For details of how the school day is structured, please see school specific website
- ECTs will have a reduced timetable
- The majority of staff will be form tutors
- For more information about The Howard Partnership Trust (www.thehowardpartnership.org)



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PERSON SPECIFICATION – HEAD OF FACULTY

Qualifications & Training	Essential	Desirable	How assessed
Qualified teacher status	✓		Application
Relevant specialist qualifications in your subject	✓		Application
Commitment to CPD and improving practice through reflection	✓		Application / Interview
Thorough knowledge and understanding of curriculum requirements and developments within your own subject specialism	✓		Application / Interview
Experience as a form tutor and / or pastoral work		✓	Application / Interview
Skills and abilities	Essential	Desirable	How assessed
To be able to teach lessons which consistently meet the Teacher Standards	✓		Application / Interview
Demonstrable experience of improving student outcomes	✓		Application / Interview
Experience of carrying out monitoring and evaluation of colleagues		✓	Application / Interview
Experience of leading CPD opportunities for colleagues		✓	Application / Interview
To use a variety of strategies to engage students and promote a stimulating learning environment	✓		Application / Interview
To lead a team, inspiring others and to promote faculty / department procedures	✓		Application / Interview
To be a confident user of IT as a teaching tool	✓		Application / Interview
To contribute to the wider life of the faculty / department and whole-school, supporting extra-curricular and intervention initiatives	✓		Application / Interview
Personal Attributes	Essential	Desirable	How assessed
Excellent communication skills with the ability to relate well to students and adults	✓		Application / Interview
Ability to make effective use of data and develop timely and relevant intervention strategies to promote student progress	✓		Application / Interview
Energy, enthusiasm, determination and an insistence on high standards	✓		Application / Interview
Be able to work under pressure, prioritise and manage time effectively	✓		Application / Interview
Safeguarding			
<p>The successful candidate will be subject to a satisfactory enhanced disclosure from the Disclosure and Barring Service (DBS). The Howard Partnership Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment</p>			