



# WOODBRIDGE HIGH SCHOOL

## KEY STAGE 3 COORDINATOR IN SCIENCE TLR 2b

### **Impact upon the educational progress of pupils**

1. To assist in the development of appropriate schemes of work at Key Stage 3 with subject post holders.
2. To research and develop new courses for Science at Key Stage 3 consistent with school aims, department aims and national education agendas and directives.
3. To assist the Head of Department in ensuring that appropriate Assessment, Recording and Reporting procedures are in place for Key Stage 3.
4. To research and develop techniques and strategies for teaching and learning and its assessment.
5. To lead, manage (including appropriate delegation) activities relating to continuous improvement that arise from evaluation of performance data within science subjects at KS3 and to be accountable for the impacts of these improvements.
6. To lead, manage (including appropriate delegation) and evaluate activities that promulgate teaching and learning activities with particular respect to Science and in relation to Key Stage 3.
7. To promote and facilitate the development of literacy in Science at Key Stage 3.
8. To promote and facilitate the general progress and well-being of individual pupils in assigned groups providing educational guidance on matters relating to their subjects.
9. To oversee the implementation of the school's Learning and Teaching policy.

### **Leading, developing and enhancing the teaching practice of others**

1. To lead and inset staff in the development of enhanced teaching and learning strategies.
2. To provide inset to colleagues within the department and across the whole school as required.
3. To participate in the School's Performance Management Review cycle as a Team Leader.
4. To make regular judgements about the quality of teaching and learning within the department and to assist the Head of department to implement strategies for further improvement as a result of these judgements.

### **Accountability for leading, managing and developing Science at department level and across the curriculum**

1. To contribute to school planning with specific reference to the subject needs of KS3 Science
2. To keep up to date with the subject development.
3. To keep up to date with developments in pedagogy and how they can be applied to learning in the Science department.
4. To make a significant contribution to the Science department's work on Departmental Self-Review in learning and teaching terms and to facilitate monitoring activities that will accurately inform this.
5. To support colleagues with behaviour management and to make the connections with behaviour for learning and classroom pedagogy.
6. To lead and attend appropriate meetings.
7. To carry out duties in the Core Job Description attached