



Twyford Church Of England Academies Trust

"I have come that you might have life
and have it to the full" John 10 v10



Ada Lovelace High School

Job Title:	KS3 History Coordinator
Grade:	Main Professional Grade + TLR 2a (£3,527pa)
Line Manager:	Head of Department
Supervisory Responsibility:	As directed by HoD

Main purpose of Post

To achieve outstanding outcomes in KS3 History

Outcomes

Achievement

- Achievement at KS3 is effectively monitored and areas of weakness are identified and addressed
- Achievement is outstanding in KS3 internal assessments

Teaching

- KS3 Curriculum and assessment frameworks are clear and support outstanding progression
- All staff are confident and consistent in the delivery of good and outstanding KS3 lessons

Other

- KS3 Wider Learning Programme in place including trips
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Specific responsibilities and tasks

Achievement

Achievement at KS3 is effectively monitored and areas of weakness are identified and addressed

- Responsibility for department tracking systems
- Responsibility for internal system of progress reporting to department meetings
- Responsibility for system for identification of student cause for concern
- Responsibility for system for identification of more general concerns

Achievement is outstanding in KS3 internal assessments

- Identify areas of underperformance and ensure improvement plans drawn up and delivered
- Agree and monitor intervention strategies for individuals / cohorts where appropriate
- Lead / Manage interventions as required (at individual or group level)

Teaching

KS3 Curriculum and assessment frameworks are clear and support outstanding progression

- Liaise with the Trust History Lead to review and maintain the KS3 curriculum framework for the department
- Liaise with Trust History Lead over proposed curriculum and/or assessment changes
- Ensure all unit overviews are clear and use the consistent Copia formats to provide an appropriate framework for the design of outstanding lessons
- Ensure that the lesson Powerpoints and other teaching and learning resources are available on Copia in the consistent format (including differentiated learning outcomes, lesson prep, consistent visual clues for AFL etc.)
- Ensure Copia for the department is well utilised at KS3 to support students of all abilities to make progress and develop effective independent learning behaviour

All staff are confident and consistent in the delivery of good and outstanding KS3 lessons

- Provide training and support for the other History teacher in the context KS3 curriculum change or development
- Provide training and support for the other History teacher in lesson and curriculum planning
- Ensure good practice guidance/exemplars in relation to teaching and learning are shared
- Students make highly effective use of self-assessment and manage their own learning to the highest standard
- Auditing the quality of KS3 delivery via work scrutiny, formal and informal reviews
- Support the Head of Department in leading the department meetings as appropriate
- Contribute to whole-school training where appropriate