



HEAD OF ART

JOB DESCRIPTION March 2019

Responsible to:	Headmaster
Role	<ul style="list-style-type: none"> • Direct and oversee a coherent and progressive Art education programme for all pupils from Reception to Year 8, ensuring the highest standards of teaching and learning are achieved. • Communicate a passion for learning, with a flexible and imaginative approach to teaching and the management of people and processes
Duties and Responsibilities:	<p>Principle Responsibilities</p> <ul style="list-style-type: none"> • Research, design and establish an broad, balanced, challenging and coherent Art curriculum for all pupils • Plan, resource and deliver high quality lessons to pupils from Y4 to Y8 • Assess, record and report on the development and attainment of pupils • Devise strategies to enhance assessment of, and for learning • Manage the departmental budget • Assume responsibility for display of art work throughout the school. Overseeing exhibitions and Open Day displays • Identify and nurture potential art scholarship candidates, and prepare them (and their portfolio work) for senior school assessments • Ensure everyone involved in art education is inspired through the provision of directed CPD opportunities and up to date on current thinking regarding the teaching of Art, curriculum design and pedagogy • Communicate with parents on all issues related to Art education • Organising activities for Open Mornings. • Submitting work for exhibitions and competition entry <p>Training and Development</p> <ul style="list-style-type: none"> • Constantly review the practice of the department on an ‘ad hoc’ and informal basis; step back for the day to day business • Have ambition for the department and participate openly, honestly and critically in the ‘Subject Review Process’ • Have ambition for one’s own continuous professional development and for the professional development of colleagues • Engage in regular communication with colleagues from other schools • Strive to learn/master new artistic skills and processes; encourage colleagues to follow your lead • Take a personal interest in the wider ‘Arts’ and participate in cultural adventures with colleagues and pupils. Look to stretch boundaries of understanding and appreciation of that which surrounds us

This job description is not intended to be an exhaustive list of duties. You may also be required to undertake such other comparable duties as required from time to time.

<p>Terms & Conditions</p>	<p>Hours of Work</p> <ul style="list-style-type: none"> • Core school hours, when all teaching staff are expected to be in work as a minimum, are 8am to 4.30pm each day, plus a proportional share of pastoral and organisational duties. • All INSET days, Open Mornings and other relevant events listed in the School calendar. • Depending on the requirements of the School at any time, these hours are subject to the terms and conditions of a Contract of Employment, and to amendment by the Headmaster from time to time. <p>Safeguarding Children</p> <ul style="list-style-type: none"> • Dulwich Prep London is committed to safeguarding and promoting the welfare of children, and applicants must be willing to undergo child protection screening and training appropriate to the post, including checks with past employers and an Enhanced DBS check.
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