

STORMONT SCHOOL ICT COORDINATOR

The Role

This position offers an exciting opportunity for an inspirational and engaging teacher to lead ICT at Stormont. The ICT Coordinator will have overall responsibility for ensuring that we provide an engaging, challenging and forward-thinking ICT curriculum across all year groups, which results in pupils making excellent progress in the subject and provides a solid foundation for their further study of Computer Science at Senior School.

The successful candidate will be highly motivated, organised and passionate about the teaching of ICT at the Prep School level. They will be capable of delivering excellent science lessons, as well as inspiring and supporting the Pre-Prep and Prep Class Teachers to do the same.

As well as being the ICT Coordinator, the successful candidate will be a Pre-Prep or Prep Form Tutor, responsible for the day-to-day pastoral care and academic progress of the children in their class, teaching them a range of core and foundation subjects.

As ICT Coordinator, they will work closely with the Deputy Head and Head of Pre-Prep to develop the ICT curriculum and assessment procedures at Stormont.

This role is offered as an additional responsibility for a permanent Form Tutor. The postholder will receive appropriate remuneration and a differentiated teaching load to ensure they can fulfil the responsibilities of this important role.

Responsibilities

Key responsibilities for the ICT Coordinator include:

- Developing the vision, culture and strategy for the teaching of ICT across the School
- Creating and delivering the School's ICT Development Plan
- Being an inspirational and passionate teacher and an example to others who teach ICT in the School
- Coordinating and planning an engaging, challenging and forward-thinking curriculum and resources for ICT
- Working with the Deputy Head and Head of Pre-Prep to ensure an integrated, school-wide approach to ICT teaching and learning
- Developing and providing curriculum and assessment resources to all staff teaching ICT
- Delivering and/or monitoring the delivery of the ICT curriculum across the school
- Analysing academic data from both standardised and curriculum assessments, monitoring pupil progress in ICT and using data to make strategic decisions for curriculum development
- Leading INSET and CPD sessions for the whole staff body on ICT

- Leading Parent Seminars linked to ICT
- Organising ICT-related events, such as House and External Competitions
- Contributing to Academic Meetings chaired by the Deputy Head
- Attending and contributing to the IAPS 1N ICT Cluster Group
- Keeping up-to-date with curriculum developments and innovation in ICT, and discussing these with the relevant members of staff
- Identifying appropriate training opportunities for yourself and colleagues as appropriate

In addition to the above, the post holder will carry out any other professional duties as reasonably required by the Headteacher.

Person Specification

The successful candidate will be required to fulfil all of the duties, as outlined in the job description. In addition to this, the candidate should possess the following competencies which are essential to this position:

QUALIFICATIONS & EXPERIENCE

- Qualified Teacher Status
- Knowledge and application of best practice in Teaching and Learning
- Demonstrable expertise in primary education through qualifications and/or experience

SKILLS

- Commitment to developing innovative and stimulating lessons
- Evidence of continued professional development
- Excellent time management and organisational skills
- Excellent communication skills, both written and verbal
- ICT literate
- Knowledge and experience of using various types of technology to enhance teaching and learning
- Ability to plan creative, challenging and well-structured lessons and schemes of learning and assessment
- Ability to use initiative and prioritise workloads, working accurately when under pressure

PERSONAL QUALITIES

- A passion for primary Maths and its relevance today and an ability to convey this to students
- Hard working team player, with a positive and enthusiastic attitude.
- Proactive; ability to lead new initiatives
- Eager to improve your own professional skills
- Flexible - in order to accommodate changes in work priorities, using own initiative and prioritising effectively
- Reflective
- Understand and respect the principles of confidentiality
 - High professional standards of yourself and students
- Ability to think creatively and demonstrate initiative, dealing calmly with different situations as they arise

PHILOSOPHY & ETHOS

- A commitment to safeguarding and promoting the welfare of children and young people
- Ability to form and maintain appropriate relationships and personal boundaries with children
- A commitment to the overall ethos, objectives and aims of the School