



Wright Robinson College

Headteacher: Martin Haworth

Assistant Head of Food Technology: Job Description

JOB TITLE

Assistant Head of Food Technology (Design & Technology Faculty)

SCALE/SALARY

MPS/UPS + TLR 2a

RESPONSIBLE TO:

Headteacher, Deputy Headteacher Curriculum, Assistant Headteacher, Head of Humanities.

JOB PURPOSE

Together with the Head of Catering and Head of Faculty, ensure the efficient organisation and management of the Food Technology department and to act as the Head of Department in the event of the post holder's absence.

In conjunction with the Head of Department and Head of Faculty, be responsible for the implementation and development of an ambitious curriculum design in Food Technology which allows all students to make excellent progress. To work closely with the Head of Faculty and Head of Department to lead teaching and learning in Food Technology to ensure effective pedagogical approaches are used to maximise student progress.

Duties and Responsibilities

1. To implement and support the development of a clear vision and plan for Food Technology that ensures that all students, of all abilities, make expected progress when benchmarked against national performance data. To evaluate students' performance, identify clear targets for improvement and support the delivery of intervention in order to achieve the best possible outcomes for the subject.
2. Working with the Head of Faculty and/ or Head of Catering to lead and manage the teaching of Food Technology at the college across both Key Stages and in line with the National Curriculum and Examination Board requirements.
3. Teach a range of classes and model good practice in learning and teaching.
4. To ensure that schemes of work for Key Stage 3 Food Technology are reviewed and updated where required ensuring that they identify the essential knowledge that students require in order to meet their clearly defined end-points.

5. Ensure that department members are kept informed about expectations, current developments in education/pedagogy and school initiatives.
6. Working with the Head of Faculty and / or Head of Catering to oversee and monitor the quality of learning and teaching in Food Technology. This will include ensuring that work is regularly and thoughtfully marked and assessed and provides guidance on how to improve performance. This will also include observing teaching and learning within the classroom.
7. To raise attainment at Key Stage 3 and Key Stage 4 and to ensure that all pupils make good progress, which is reflected in examination results
8. To support overall discipline within the department to create a positive and efficient working environment according to the Behaviour for Learning Policy.
9. To attend department and faculty meetings as calendared to discuss policy, initiatives and progress of pupils.
10. To monitor and review pupils' progress.
11. To ensure that reporting to parents takes place in line with college procedures.
12. To maintain and interpret data in relation to students' progress within Food Technology.
13. To contribute to the overall ethos, work and aims of the college.
14. To establish constructive relationships and communicate with other agencies and professionals.
15. To participate in training and other learning activities and performance development as required.
16. To recognise own strengths and areas of expertise and use these to advise and support others.

The above list of job duties is not exclusive or exhaustive and the postholder will be required to undertake such tasks as may reasonably be expected within the scope and grading of the post.