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| **Curriculum Lead: Design Technology**  **Salary Grade:** Main Pay Range/Upper Pay Range plus TLR 2b  This job description may be amended at any appropriate time, following consultation between the Senior Leadership Team (SLT) Link and the Curriculum Lead: Design Technology. It will be reviewed annually and performance management objectives will be agreed. |
| **Core of the post**  The Curriculum Lead Design Technology will report to the allocated SLT link and support the Headteacher in providing professional subject leadership, which secures success and improvement, ensuring high quality education, improved standards of learning, progress and achievement of all students.   * Provide subject leadership and support the SLT link to provide direction for teaching and learning across the subject areas * Work with the SLT link to improve the quality and effectiveness of teaching in the subjects, having regard to the teacher standards * Provide a safe, calm and well-ordered environment for all students and staff, focussed on safeguarding students welfare and developing good behaviour in the school and in wider society * Lead, organise and direct the teaching of the subject * Contribution to teaching * Ensure a high quality experience for all students * Analyse data effectively to inform future planning and have an impact in raising standards   The Curriculum Lead of Design Technology shall carry out their professional duties as set out in the *School Teachers Pay and Conditions Document.* |
| **Direction and development of the school and subject**  The Curriculum Lead Design Technology working with the Governors, the leadership team and other subject leads will contribute to the development of a strategic view for the school in the community and analyse and plan for its future needs and further development.   * Develop policies and procedures, in line with school policy, that will ensure high achievement and effective teaching and learning * Use data on student performance to inform policy and practice, identify underachieving students and monitor the effectiveness of teaching and learning * Establish plans for the development of the department that support the school improvement plan and ensure that the department is always seeking to improve * Work with the SLT Link to ensure systematic and rigorous self-evaluation of the work of the subjects, collecting and using accurate data to understand their strengths and weaknesses * Support in the creation and implementation of relevant subject plans which identify priorities and targets for ensuring students achieve high standards, increasing teachers’ effectiveness and securing successful outcomes * Maintain quality assurance systems, including subject review, self-evaluation and performance management, presenting an accurate account of the subjects’ performance to a range of audiences |
| **Teaching and Learning**  The Curriculum Lead Design Technology will in their subject, seek to secure and sustain effective teaching and learning, monitor and evaluate the quality of education and standards of students’ achievements and use benchmarks and set targets for improvement.   * Work with the SLT Link to lead improvements to the quality of teaching and learning in the subject by monitoring and evaluating the quality of teaching and standards of achievement using benchmarks and setting challenging targets for improvement, whilst holding teachers to account for student progress and outcomes. * Monitor, evaluate and review standards of teaching and learning in the subject and promote improvement strategies to ensure that the highest standards of teaching and learning are maintained whilst challenging any areas of underperformance * Ensure teaching support to those students who are falling behind and enable these students to catch up * Rigorously track the quality of teaching and learning in the subjects * With the SLT Link oversee and organise systematic observations, subject and key stage reviews, learning walks, work scrutiny and student voice * Develop an innovative curriculum for students which values the talents and aspirations of all, ensuring that the relevant curriculum offers are appropriate for all students * Raise standards in the subject area * Keep up to date with national developments in the subject area, teaching practice and methodology, contributing to the whole school CPD programme where appropriate * For the general standard of discipline in the classroom, help should be provided when teachers are experiencing disciplinary problems. Coaching should be given to avoid problems as well as help at moments of crisis * Helping to support, establish and implement clear policies and practices in line with school policy, for assessing, recording and reporting on student achievement and for using this information to recognise achievement and to assist students in setting targets for further improvement. |
| **Efficient and Effective Deployment of Staff Resources**  The Curriculum Lead Design Technology will deploy subject staff and resource efficiently and effectively in line with the school’s vision and strategic plan.  **Leading and Managing Staff**   * Establish clear expectations and constructive working relationships among staff, including, through team work and mutual support; devolving responsibilities and delegating tasks, as appropriate * Evaluate practice, appraise staff as required by the school policy and use the process to develop the personal and professional effectiveness, audit training needs of subject staff * Lead, motivate and challenge all staff in the subjects, providing effective induction, continued professional learning, development and improvement and performance management at all career stages * Coaching and mentoring members of staff in order to develop teaching and learning within the subjects to enable teachers to achieve expertise in their subject teaching * Work with the SEND Co-ordinator and any other staff with special educational needs expertise, to ensure that work is matched to individual pupils’ needs for the curriculum |
| **Manage Resources**   * Establish staff and resource needs for the subject and advising the SLT of likely priorities for expenditure. Allocating available resources with maximum efficiency to meet the objectives of the school and subject plans and to achieve value for money * Advise the SLT on the deployment of staff involved in the subject to ensure the best use of subject, technical and other expertise * Ensure the effective and efficient management and organisation of learning resources, including information and communications technology * Maintain existing resources and exploring opportunities to develop or incorporate new resources into schemes of work   **Accountability**  The Curriculum Lead Design Technology will account for the efficiency and effectiveness of the subject to the SLT, governors, students, parents, staff and other members of the local and wider community. This will include effective communication and advice to the SLT and Governors and accountability for subject performance. |
| **Other professional requirements**   * To consistently promote the academy in a positive light at all times and to all stakeholders and to show respect to colleagues, students and other stakeholders * To play a full part in the life of the School Community, to support its distinctive mission and ethos and to encourage staff and students to follow this example * To undertake an appropriate programme of teaching in accordance with the duties of a standard scale teacher * To continue personal and professional development through active engagement in the performance review and development process * Have a commitment to safeguarding and promoting the welfare of children and young people at all times in accordance with the School’s Child Protection Policy and Keeping Children Safe in Education * To comply with the Academy Health and Safety Policy * To undertake any reasonable request of the Headteacher and accept any reasonably delegated additional responsibility from the Headteacher.   Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified.  Employees are expected to be courteous to colleagues and provide a welcoming environment to visitors and telephone callers.  This academy will endeavour to make any necessary reasonable adjustments to the job and working environment to enable access to employment opportunities for disabled job applicants or continued employment for any employee who develops a disabling condition.  This job description is current at the date shown, but, in consultation with you, may be changed by the Headteacher to reflect or anticipate changes in the job commensurate with the grade and job title. |
| **Signed............................................................... Curriculum Lead Design Technology**  **Signed................................................................Headteacher**  **Date................................................................**  **Review Date....................................................** |