

Job Title: Curriculum Leader for Design and Technology

Responsible to: Assistant Principal

Purpose of the job:

- To be accountable for the learning and achievement of all students following Design and Technology programmes within the academy.
- To provide high quality leadership and management for Design and Technology within the academy.
- To develop effective partnership with all members of the Children's Services Team to secure high levels of student progress.

Key Responsibilities/Activities

Teaching and learning

To provide high quality lessons which

- Ensure that students acquire new knowledge and skills, develop ideas and increase their understanding.
- Enable students to develop their learning habits of concentration, working productively both independently and collaboratively, and producing work which is well presented.
- Ensure students know the progress they are making and how they need to improve because their work is assessed thoroughly and constructively and used as the negotiated basis for their individual learning plans.

through

- Well planned lessons and modules in which assessment for learning is integrated into the planning process.
- Lessons which are well matched to students' needs with an appropriate level of challenge.
- Well organised and make skilful use of resources, including time, information learning technology and learning assistants.
- Homework which reinforces and extends the learning done in class.
- Consistent and effective behaviour management.

Leadership and management

- To take responsibility for ensuring they are up to date in terms of their knowledge of the subject(s) they teach, the related teaching methodologies and the external examination requirements for their subject(s), especially the newly emerging vocational qualifications/diplomas.
- To attend assemblies, register students and assist with supervision before, during and after the working day.
- To attend meetings arranged for staff, with parents and, when appropriate, with outside agencies/providers.
- To supervise and, so far as practicable, teaching students whose teacher is not available.
- To assess, record and report on the personal development and academic attainment and achievement of students.
- To ensure that work is always set for classes when absence is foreseeable.

Care, welfare, guidance and support

As a personal tutor

- Take the register in registration times.
- Lead a designated assembly according to the rota.
- Be the first point of reference for parents and staff who wish to discuss minor issues regarding students in your tutor group.
- Undertake focus sessions outlined by SLT and Progress Co-ordinators.
- Use data tracking to monitor progress of students in tutor groups.
- Compile Annual Progress reports.
- Issue necessary behaviour sanctions – late detentions etc.
- Monitor attendance/behaviour reports and refer issues to relevant Children's Service staff.

Performance management and professional development

- Participating in the academy's arrangements for appraisal, professional development and the academy's arrangements for quality assurance and internal verification.
- Those new to teaching will also be required to participate in the arrangements for induction, supervision and training for teachers new to the profession.

General Responsibilities/Activities

As a subject and personal development curriculum teacher to identify and exploit opportunities within their teaching to promote

- Achievement and the enjoyment of learning, safety and safeguarding, behaviour, adopting healthy life styles, contribution to the wider community, and the development of skill for their future economic well-being.
- Equality of opportunity and the tackling of discrimination.
- Students spiritual, moral, social and cultural development.
- Community cohesion.
- and ensure that the requirements of Academy Policy in all matters are observed in the department's own practice and procedures.

Working Time

A teacher employed full-time must

- Be available to work for 195 days in any school year as specified by the Principal.
- Perform duties specified by the Principal for 1265 hours in any school year.
- In addition to 1265 hours, work such reasonable hours as may be necessary to enable them to discharge effectively their professional duties.

To undertake other duties appropriate to the grade for the post as the Principal may from time to time reasonably determine.

This position is subject to an enhanced Disclosure and Barring Service Check and suitable references for the successful applicant.

PERSON SPECIFICATION

	Job Title: Curriculum leader for Design and Technology	Grade: MPS + TLR 1:1
Education and Qualifications	Essential <ul style="list-style-type: none"> • Good Honours Degree • Qualified teacher status Desirable <ul style="list-style-type: none"> • Further qualification in subject area or education 	
Experience	Essential <ul style="list-style-type: none"> • Enthusiastic and experienced classroom practitioner • To be able to teach Design and Technology at KS3, KS4 and KS5 • Track record of exam success 	
Skills	Essential <ul style="list-style-type: none"> • To be adaptable to changing circumstances and new ideas • Have enthusiasm, energy, self-confidence and perseverance • Ability to motivate others, think creatively and imaginatively • A secure commitment to the continuing development of Design and Technology within the academy • To acknowledge and utilise the experience, expertise and contribution of others • To set standards and provide a role model for students and other staff in the teaching and learning of Design and Technology • To think creatively and imaginatively and be able to identify opportunities • To have resilience and determination • To be committed to ensuring that every student is given the opportunity to achieve their potential and meet the high expectations set for them • To lead enrichment activities for students • To analyse, understand and interpret relevant information and data such as benchmark information Desirable <ul style="list-style-type: none"> • To have a confident and assured understanding of the use of relevant learning technologies 	
Interpersonal Skills	Essential <ul style="list-style-type: none"> • To have high quality communication skills with the ability to develop positive relationships with students, parents and teachers • To use every opportunity to promote Design and Technology to students, parents and the wider community 	
Prepared by:	P.Monaghan	Date: November 2022

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