



JOB DESCRIPTION

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| Post Title: | Deputy Head of Art, Design Technology & Vocational Studies |
| | <ul style="list-style-type: none"> To support the vision and direction of the department and its contribution to the learning experience of all pupils. To support in building a faculty team that delivers high quality teaching and learning and that collectively raises standards including levels of engagement, aspiration, and attainment. To ensure that School policies are fully developed, communicated, implemented, monitored, and evaluated. |
| Reporting to: | Faculty Head |
| Salary/Grade: | United Learning salary scale (above national scales) plus TLR 2. |
| Disclosure level | Enhanced |
| MAIN (CORE) DUTIES | |
| Faculty Responsibilities | <ul style="list-style-type: none"> To set high expectations for standards of teaching and learning and to model good practice. To ensure the on-going development and evaluation of United Learning common curriculum and/or appropriate specifications and that these are followed by all teachers To promote the building and sharing of good practice and successful innovation across the faculty. To manage the development of appropriate syllabuses, resources, schemes of work, marking policies and teaching strategies in Food technology. To plan lessons (and schemes of work) that allow all students to make outstanding progress using a wide range of pedagogical strategies. To ensure that the curriculum area provides a range of teaching which compliments the school's strategic objectives and to the development of effective subject links with external agencies. To be accountable for student attainment in Food technology To ensure the efficient and effective selection and deployment of staff and resources To support in the line management of both faculty staff and technicians. To ensure the delivery of outstanding lessons in all year groups. To provide a nurturing classroom and school environment that helps pupils to develop as learners. To ensure the efficient and effective selection and deployment of staff and resources. To contribute to the effective working of the school. To keep abreast of national developments in your subject area and apply them where relevant Deliver teaching demonstration lessons for colleagues to share best classroom practice. Supporting colleagues with planning to enable them to deliver consistently good lessons. Observing teachers and offering supportive and instructional feedback. Facilitating faculty meetings if required. Attending Middle leaders' meetings & training. Supporting open evening, options etc. |



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| <p>Whole School responsibilities</p> | <ul style="list-style-type: none"> • Organising guest speakers, activities to promote the subject area. • Positively promote the subject across the school. • Oversee whole school displays that promote the subject area. • Evaluating the impact of your work and department work through data analysis, questionnaires, monitoring visits, etc. • To undertake the main professional duties of a teacher. • To uphold all school policies with consistency and diligence. • To undertake, and when required, deliver or be part of the appraisal system and relevant training and professional development. • Analysing assessment data to track attainment and progress but to also highlight any gaps which need to be addressed. • Monitoring pupils' books and work for consistency. • Monitor weekly planning. • Moderating and standardising. • Reporting on data, progress, attainment, and staff development. |
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| <p>Teaching Responsibilities</p> | <ul style="list-style-type: none"> • To teach students according to their educational needs, including the setting and marking of work completed by the students • To assess record and report on the attendance, progress, development, and attainment of students and to keep accurate records as required • To provide, or contribute to, oral and written assessments, reports and to target set and provide references relating to individual students and groups of students • To ensure that ICT, Literacy, Numeracy, and the school subject specialism are reflected in the teaching/learning experience of students • To undertake a designated programme of teaching, plan, structure, and resource teaching and learning effectively. To ensure a high-quality learning experience for all students. • To use a variety of delivery methods which will stimulate learning appropriate to meet all student needs and demands of the syllabus • To maintain discipline in accordance with the School's Behaviour Policy, and to encourage good practice regarding punctuality, behaviour, standards of work and homework. • To undertake assessment of students as requested by external examination bodies, departmental and school policies and to mark, grade and give written/verbal and diagnostic feedback as required. • To implement the school policies re: Homework |
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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 will be expected to comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this job description.

Employees are expected to be courteous to colleagues and provide a welcoming environment to visitors

Employees are expected to maintain a standard of dress conducive to their position as professionals and in setting an example to students.

This job description is current at the date shown, but following consultation with you, may be changed by the Headteacher to reflect or anticipate changes in the job, which are commensurate with the salary and job title.

*I confirm that I have read and understood the details contained within this job description.
I understand that by signing this document, I agree to the terms and conditions contained within it.*

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| <p>Signed Print Name</p> | |
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| <p>Dated</p> | |
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Person Specification

Deputy Head of Art, Design and Technology

| | ESSENTIAL | DESIRABLE |
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| QUALIFICATIONS | <p>A degree, at least 2:1</p> <p>Qualified Teacher Status, with subject specialism(s) related to the area of responsibility</p> <p>Ability to teach across the full 11-18 age range</p> | <p>Further professional qualifications related to CAD/CAM</p> <p>Appropriate in-service training/CPD</p> |
| PREVIOUS EXPERIENCE | <p>A track record of success in teaching and Learning of Food Technology or Hospitality across KS3, KS4 & KS5</p> <p>Involvement in</p> <ul style="list-style-type: none"> • Contribute to the production of SOW and lesson plan development. | <p>Involvement in curriculum initiatives and extra-curricular developments.</p> <p>Experience of teaching other specialisms of Design Technology or Art.</p> |
| PROFESSIONAL COMPETENCE | <ul style="list-style-type: none"> • A knowledge of curriculum developments and opportunities. • Ability to articulate characteristics of effective teaching and learning with evidence of good practice • Good classroom management technique • Knowledge and understanding of effective assessment and its contribution to learning and progression • Understanding and experience of raising attainment strategies and improvement planning at a departmental level • The ability to use data to evaluate student performance and take effective action based on this data • Excellent communication and organisational skills | <p>Knowledge and understanding of current Teaching & Learning issues relevant to the needs of students in a community Academy</p> <p>Able to express a vision for subject development</p> <p>Able to use new technologies within classroom teaching.</p> |
| LEADERSHIP AND PERSONAL QUALITIES | <p>A person who:</p> <ul style="list-style-type: none"> • Is committed to an ethos of high standards, personal fulfilment, and academic success • Has a capacity to inspire through a love of teaching • Has an ability to relate well to the whole community • Has energy, stamina, resilience, and determination • Has a genuine commitment to equal opportunities and inclusion | <p>Involved in educational developments beyond what is required</p> <p>Eager to acquire further skills and career enhancement</p> |



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| MANAGEMENT SKILLS | <ul style="list-style-type: none">• An ability to establish positive and sensitive interpersonal relationships within the community• An ability to be a team player• An ability to plan time effectively and meet required deadlines | An understanding of accountability Eager to acquire further skills and career enhancement |
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