

Job Description & Person Specification

JOB DESCRIPTION

JOB TITLE	Head of DT
EMPLOYER	University of Brighton Academies Trust
LOCATION (Academy)	The Hastings Academy
RESPONSIBLE TO	Senior Leadership Team
MAIN PURPOSE OF THE JOB	<p>To lead and manage the delivery of the DT curriculum across the school, ensuring that it is implemented effectively and meets the needs of all students.</p> <p>To lead and manage a team of teachers, providing guidance and support to ensure high-quality teaching and learning. To contribute to the school's leadership and management, promoting the school's vision, values and policies.</p>

MAIN TASKS / KEY RESPONSIBILITIES

1	Lead and manage the curriculum across the school, ensuring that it is implemented effectively and meets the needs of all students.
2	Develop and implement schemes of work and lesson plans in line with the school's policies and curriculum requirements.
3	Provide guidance and support to teachers to ensure high-quality teaching and learning in maths.
4	Monitor the quality of teaching and learning, including lesson observations, feedback and support for improvement.
5	Manage the DT department budget, ensuring effective use of resources.
6	Work with other members of the Senior Leadership Team to contribute to the development and implementation of school policies, including behaviour and safeguarding policies.
7	Develop and maintain links with external agencies and organisations to enhance the provision of DT.
8	Lead and manage extra-curricular activities related to DT.
9	To have a working knowledge of teachers' professional duties and legal liabilities.

10	To always operate within the stated policies and practices of the Academy.
11	To maintain an up-to-date knowledge of good practice in teaching techniques.
12	To know subject(s) or specialism(s) to enable effective teaching.
13	To take account of wider curriculum developments.
14	To Incorporate national strategies in all teaching.
15	To communicate learning objectives.
16	To contribute positively and effectively to the 'Every Child Known' agenda.
17	To undertake professional development to enhance teaching and students' learning, apply outcomes and identify impact and share outcomes with colleagues.
18	To take responsibility for professional learning.
19	To undertake any other various responsibilities as directed by the Principal or Senior Manager

This Job Description is correct at the time of print and gives the main responsibilities and tasks of the role. These may however be changed or added to as appropriate.

There may also be the need for staff to undertake additional duties from time to time, appropriate to the level of the post. Should these additional tasks become a frequent part of the role, the job description will be revised through consultation with the post holder.

Additional Information

- This post is subject to an Enhanced Criminal Record Check
- This post is exempt from the Rehabilitation of Offenders Act (1974) – applicants must be prepared to disclose all criminal convictions and cautions including those that would otherwise be spent under the Act.

University of Brighton Academies Trust is committed to safeguarding and promoting the welfare of children and young people, and expects all staff and volunteers to share this commitment.

PERSON SPECIFICATION

Post Title:		
Requirements	Essential (E) or Desirable (D)	To be identified by application form (AF) or interview (I)
Qualifications:	<ul style="list-style-type: none"> • Degree in a relevant subject • QTS • Evidence of commitment to further study 	E E E
Experience:	<ul style="list-style-type: none"> • Substantial experience of teaching DT in a secondary school setting • Experience of leading a team of teachers or managing a department • Experience of developing and implementing schemes of work and lesson plans 	E E E
Skills & Knowledge:	<ul style="list-style-type: none"> • Excellent knowledge of the DT curriculum • Ability to lead and manage a team of teachers, providing guidance and support • Ability to monitor the quality of teaching and learning and provide feedback for improvement • Excellent communication and interpersonal skills, with the ability to build positive relationships with students, staff and external agencies • Strong organisational and time-management skills, with the ability to manage multiple tasks and priorities effectively • Good IT skills, including the use of Microsoft Office and online teaching platforms • Understanding of current issues and developments in DT and the ability to apply this to the school context 	E E E E E E E
Personal Qualities:	<ul style="list-style-type: none"> • Passionate about the importance of DT in education • Committed to promoting equality, diversity and inclusion • Positive and proactive approach, with a can-do attitude • Adaptable and flexible, with the ability to work well under pressure 	E E E E

	<ul style="list-style-type: none">• Resilient and able to deal with challenging situations• Honest, trustworthy and reliable• Willingness to work collaboratively as part of a team.	E E E
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