

SOUTHBOROUGH HIGH SCHOOL

JOB DESCRIPTION

Job Title: Head of Design Technology
Responsible to: Assistant Headteacher

Important Functional Internal Relationships:

Headteacher, Chair of Governors, all teaching and support staff, Site team, pupils

Important External Relationships:

The public, LA officers, parents, visitors

The Design Technology Lead Practitioner teacher will be expected to perform the following duties within the current regulations of service as published in the School Teachers Pay and Conditions Document.

To work to the Headteacher through the Assistant Headteacher

The Role:

These duties are in addition to the responsibilities of a main scale and upper pay scale teacher.

- Planning high quality lessons and leading the delivery of consistently good and outstanding teaching and to be a model of excellent practice, maintaining a clear focus on outstanding delivery to learners ensuring a centre of best practice and excellence.
- Carrying out the day to day duties of a classroom teacher on an exemplary basis.
- Leading, inspiring and motivating colleagues in developing their teaching and learning through mentoring, coaching and support.
- To take a lead role, working closely with the senior leadership team and other leading practitioners in developing, implementing and evaluating policies and practices that lead to school improvement.
- To undertake research into best practice in other schools.
- To research and evaluate innovative curricular practices and draw on research outcomes and other sources of external evidence to inform own practice and that of colleagues.
- To develop high quality teaching materials and schemes of learning.

Main responsibilities:

Strategic Direction and Development

- To assist in the development of appropriate syllabuses, resources, schemes of work, marking policies and teaching strategies in the subject area.
- To assist in embedding literacy within the subject area.
- Support Mentoring Support Plans and capability process for staff required to improve professional practice within the subject area.
- Take a lead role, working closely with other leading practitioners in determining and developing policies, procedures and practice, promoting collective responsibility for their implementation to ensure high achievement through effective teaching and learning and whole-school improvement.
- Analyse national, local and school data, research and inspection findings to inform curriculum area policies and practices, expectations and teaching methodologies.

- Use local and national data and other information in order to provide: a comparative baseline for evaluating learners' progress and attainment; a means of judging the effectiveness of their teaching; a basis for improving teaching and learning.
- Know how to and take a lead role to improve the effectiveness of assessment practice in the school, analysing statistical information to evaluate the effectiveness of teaching and learning.
- Research and evaluate innovative curricular practices and draw on research outcomes and other sources of external evidence to inform your own practice and that of colleagues.

Teaching and Learning

- Consistently and effectively use appropriate strategies for classroom management.
- Disseminating good classroom practice.
- Secure and sustain effective teaching of subjects through structured monitoring and evaluation of all aspects of teaching and learning and active participation in:
 - o The school's monitoring evaluation and review cycle through lesson observations;
 - o feedback to teaching staff, work sampling, learner interviews and written reports to the Headteacher and Senior Leadership Team as necessary.
- To teach a timetable within specialism appropriate to the demands of the role and the needs of the school.

Leading, Motivating and Developing

- Have teaching skills which lead to excellent results and outcomes. Demonstrate excellent and innovative pedagogical practice, and deliver demonstration lessons.
- Supporting teachers in subject areas in planning strategies to achieve student progress targets levels and objectives and that student progress target levels are achieved or exceeded.
- Define intervention strategies for the subject area.
- Carry out subject/quality assurance activities e.g. classroom observations
- Contribute to the professional development (and performance management where appropriate) of colleagues using a broad range of skills appropriate to their needs so that they demonstrate enhanced and effective practice (e.g. coaching, mentoring, induction within subject areas).
- Make well founded appraisals of situations upon which asked to advise, applying high level skills in lesson observation to evaluate and advise colleagues on their work and devising and implementing effective strategies to meet learning needs leading to improvements in learner outcomes.

'This school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.'