

# Head of Faculty Food Technology Application Pack



The next exciting chapter  
of your career starts here.

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***‘By prioritising staff well-being and providing useful professional development, staff feel more empowered’***

***‘Determined and consultative leadership’***

***‘You have created greater pride in the school amongst staff and the wider community’***

***‘Trust leaders share your high expectations for pupils’ education and welfare’***

*Ofsted 2021*

## Information Regarding the Role

### **Court Fields School employment opportunity:**

**Head of Faculty – Food Technology**

**Full time**

**Permanent from September 2023**

**Teachers' MPS to UPS plus TLR2a**

**Closing date for applications:**

**Midday on Wednesday 22nd March 2023**

As a result of increasing student numbers, and our Year 7 cohort for September 2023 being significantly oversubscribed, we are looking to expand our staff team at Court Fields School. We are seeking to appoint an exceptional and inspiring Head of Food at this exciting time.

We are seeking to appoint a suitably qualified professional who is both passionate and knowledgeable to lead our Food Department. The successful candidate will need the drive, expertise and inspirational attributes to shape the work and future development of the department.

We are looking for someone who

- able to inspire and lead staff effectively
- can think strategically and provide high quality leadership and management
- able to demonstrate a high standard of subject knowledge
- deliver a high quality curriculum and high standards of teaching across the department
- nurtures a passion for studying food
- ensures students achieve their full potential
- will build positive relationships with both students, staff and parents

This is a fantastic opportunity to join our school and work alongside a friendly and committed staff body and supportive senior leadership team.

Appointment is from September 2023

CVs are not accepted, please complete the application form in full.

**Closing date: Midday on Wednesday 22nd March 2023**

**Interview date: Tuesday 28th March 2023**



## Job Description

The Trust's aims and values are fundamental and each member of staff will be expected to promote and develop these in all aspects of her/his work. All duties should be exercised in the context of these aims and values and in line with the Trust's policies.

The Conditions of Employment of Teachers (contained in the School Teachers' Pay & Conditions Document) and the Teachers' Standards Frameworks produced by the Teacher Training Agency form part of job descriptions for teachers.

In line with both the complex nature of the roles carried out and the priority placed on development and improvement in all aspects of our work, job descriptions are written in terms of outcomes rather than simply a list of specific tasks.

The post-holder shall perform, in accordance with any directions, which may reasonably be given to her/him by the Headteacher from time to time, such particular duties as may reasonably be assigned to her/him.

The generic job description, which follows, outlines the main areas of responsibility. There will be particular areas of responsibility and accountability, which will be negotiated with the successful applicant based on his/her strengths and the needs of the Department.

**Post Title:** HEAD OF FOOD TECHNOLOGY

**Purpose:** To plan and deliver an appropriate curriculum that meets the needs of each student.

To monitor and support the overall progress and development of students as a subject teacher/form tutor.

To contribute to raising standards of student attainment.

To share and support the school's responsibility to provide and monitor opportunities for personal and academic growth.

To create an environment conducive to effective learning.

To support the maintenance of high standards across all aspects of school life.

**Reporting to:** Head of DT/Deputy Headteacher

**Liaising with:** School Leadership Team, teaching/support staff, LA representatives, external agencies, organisations, individuals, parents.

**Working time:** 195 days per year (full time)

## Job Description (Continued)

**Salary Grade:** Pay scale for classroom teachers plus pay scale for post-threshold teachers where relevant.

**Disclosure Level:** Enhanced.

**Expectations:**

- To have a belief in the importance of working together with all other staff to develop and implement the Trust's aims, plans and policies.
- To support and contribute to attempts to achieve continuous improvement in all aspects of the work of the Trust.
- To work, represent and promote the area and school in a manner that enhances the Trust's aims and values.
- To have a well-informed vision for the curriculum area and be committed to a culture of continuous improvement.
- To value the importance of a collegiate approach and the opinions of all members of the Trust.
- To have excellent communication skills, both written and oral and high competence in the use of ICT, both for learning and administration.
- To be committed to positive behaviour management.
- To be committed to enrichment activities in support of effective learning.
- To be able to work in an inclusive and positive manner and help to promote enjoyment of learning throughout the Trust.

**Operational & Strategic Planning:**

- To assist in the development of appropriate syllabuses, resources, schemes of work, assessment processes and teaching and learning strategies.
- To contribute to the formulation of aims, objectives and strategic plans.
- To plan and prepare courses and lessons that support effective curriculum delivery.
- To implement Trust policies and procedures.

**Curriculum Provision & Development:**

- To deliver the curriculum in a manner that meets the needs of individual students.
- To assist in the process of curriculum development in order to ensure that the curriculum provided is of high quality and meeting the needs of individual students.

## Job Description (Continued)

### Staffing Deployment & Development:

- To continue to develop professionally in all aspects of the role including through involvement in a range of professional development activities.
- To engage in the Performance Management Review process in support of personal professional development.
- To ensure the effective and efficient deployment of learning support within the classroom.
- To support the professional development of colleagues to aid their ongoing professional development.
- To contribute to the establishment of effective working relationships within teams across the Trust.

### Student Outcomes:

- To implement systems for monitoring student progress, both individual and groups, and to use the information obtained to improve student outcomes.
- To implement an effective and positive approach to behaviour management that supports high quality learning.
- To be accountable for student outcomes within classes and groups for which responsibility is held.

### Quality Assurance:

- To implement area and Trust plans and policies in an effective manner.
- To implement an effective process of self-review and self-evaluation, including that based on target setting and analysis of data.
- To develop and implement action plans based on this self-review/self-evaluation.

### Specific Responsibilities:

- Responsible to the Headteacher via the Head of Department for teaching subject duties, and the Head of House for Form Tutor duties.
- To be confirmed following consultation with the postholder.

**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. This post is subject to a satisfactory Disclosure and Barring Service (DBS) Enhanced Disclosure Certificate.**

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

## Application Process

Applications should be emailed to [tmorcom@courtfields.net](mailto:tmorcom@courtfields.net) or posted to:

Mrs Tracey Morcom  
Cover Manager & HR Assistant  
Court Fields School  
Mantle Street  
Wellington  
Somerset  
TA21 8SW

**Closing date: Midday on Wednesday 22nd March 2023**

**Interview date: Tuesday 28th March 2023**

***The Castle Partnership Trust is committed to safeguarding and promoting the welfare of children and young people and expects all who work here to share this commitment. The successful candidate will be subject to employment checks, including an Enhanced DBS disclosure.***

Achieve.  
Belong.  
Participate.

