



Wright Robinson College

Headteacher: Martin Haworth

Head of Food and Nutrition: Job Description

<u>JOB TITLE</u>	Head of Food and Nutrition
<u>SCALE/SALARY</u>	TLR 2B
<u>RESPONSIBLE TO:</u>	Headteacher, Deputy Headteacher Curriculum and Vocational Course Leader
<u>MAIN RESPONSIBILITY</u>	

JOB PURPOSE

To be responsible for the leadership of teaching and learning of the subject. This will involve leading a team of teachers and support staff involved in delivering the course, alongside the monitoring of students' progress and performance in order to ensure that expected learning outcomes are achieved/exceeded. To develop the subject within the college with particular reference to the Key Stage 3 curriculum.

Duties and Responsibilities

1. To lead and manage the teaching of Food and Nutrition within the framework of the examination board requirements and the college curriculum.
2. To produce, develop and revise schemes of work for the teaching of Food and Nutrition at Key Stages 3 and 4. This will require an up to date knowledge of examination board requirements and the National Curriculum.
3. To produce, organise and distribute resources, hardware and materials to support the delivery of the subject.
4. To regularly update your own skills and understanding in order to achieve the best possible learning outcomes.
5. To give support and advice to colleagues on the delivery of the course and the implementation of the schemes of work and use of resources in order improve learning and teaching.
6. To monitor the performance and progress of all students and develop the subject, so that they make progress in line with and beyond expectations and achieve their full potential. This will involve the assessment and delivery of appropriate and timely interventions.
7. To monitor the quality of teaching and learning in Food and Nutrition. This will be achieved through observations, work sampling etc. to ensure that assessment and marking is consistent across the department.
8. To compare and contrast the progress made by different class groups, genders

and ethnic minorities, pupil premium and implement intervention strategies as and where appropriate.

9. To maintain and interpret statistical information about students' progress in the subject.
10. To ensure that all equipment is carefully managed and maintained and used to assist and improve teaching and learning in Food and Nutrition.
11. To ensure that all students complete the practical and written elements of the KS4 course on time and that their work is standardised and moderated appropriately, in accordance with the examination board requirements, and that all deadlines for the submission of work are met.
12. To develop students' interest in the subject across the college through the introduction of extra-curricular opportunities.
13. To contribute to the overall ethos, work and aims of the college.
14. To establish constructive relationships and communicate with other agencies and professionals.
15. To participate in training and other learning activities and performance development as required.
16. To recognise own strengths and areas of expertise and use these to advise and support others.

The above list of job duties is not exclusive or exhaustive and the postholder will be required to undertake such tasks as may reasonably be expected within the scope and grading of the post.