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| **Job Title** | **Lead Teacher of Design and Technology** |
| The Lead Teacher of Design and Technology is a key post within the Food, Design & Technology department. The postholder will work under the Head of Food, Design & Technology, taking responsibility for curriculum, pedagogy and assessment in the Design and Technology area of the department.  **Main responsibilities** are as follows:   * Development and provision of excellent curricula, pedagogy and assessment. * To seek to achieve the highest possible attainment by all students in each year group; * Ensuring that all students are thoroughly prepared to achieve the highest possible success in public examinations; * Be accountable for Health and Safety in the workshops; maintenance of machinery, updating policies and procedures; * Line manage colleagues from the design and technology faculty and ensure their continued development and success, also using schemes of quality assurance effectively. * Departmental examination entries for all public examinations, as relevant; * The formulation of overall curriculum and detailed Schemes of Work including assessment and homework procedures. Assessment procedures must be in place and records kept and reported on a termly basis, and to assist in setting reviews; * The accurate setting and assessment of annual internal examinations and Sixth Form examinations which properly inform the Academy benchmarking and targeting systems and the Academy’s value-added data; * The analysis of performance data with all classes so as to inform the targeting of areas for both sharing good practice and seeking further improvement; * Contribution to an annual department development plan consistent with the Academy development plan * The implementation of schemes of work broadly in line with the National Curriculum and Assessment as outlined by the Qualifications and Curriculum Authority (QCA), with notification of any variation being made in writing, via the HOD, to the Principal for approval; * The efficient administration and organisation of all matters relating to the Department including the management of stock; * Keeping under review all courses in the subject area; * Ensuring high standards of behaviour by students; * The implementation of the Academy Health and Safety Policy within the Department; * Liaison with Library staff to maintain relevant resources and information; * The delivery and development of the subject within the ethos and values of an Academy with a Christian foundation and the relevant specialisms; * The close working of the Department with the Learning Support Staff to ensure the highest possible attainment by students of all abilities; * A system whereby students' work is displayed, and regularly changed, within the work rooms and environs of the Department; * Departmental effectiveness in implementing Academy-wide policies; * Encouragement of extra-curricular inclusive activities, hobbies or societies related to the Department’s work; * Any further duties as required by the Principal. | |