

**THURSTON COMMUNITY COLLEGE**

**Job Description**

**TITLE AND GRADE OF POST**

Teacher of Design Technology – MPS/ UPS

**AIM OF COLLEGE**

The aim of Thurston Community College is to provide an excellent education in a healthy, safe, supportive learning environment, where people are valued and make positive contributions to the College community, and where students enjoy and achieve and go on to attain social and economic well-being as responsible, independent members of society.

**PURPOSE OF JOB**

To facilitate high standards of learning and achievement for students by providing good quality teaching within a challenging and secure environment

**CONTRACT TERMS AND DUTIES**

The Teachers’ Pay and Conditions Document specifies the general professional duties of a teacher. In addition, certain particular duties are reasonably required to be exercised and completed in a satisfactory manner.

**ACCOUNTABLE FOR**

There are no line management responsibilities associated with this post

**ACCOUNTABLE TO**

Head of Design Technology

**KEY RESPONSIBILITIES**

To teach the subjects, classes and groups as allocated by the Head of Design Technology and the Leadership Team

To ensure that high quality teaching and learning takes place in all allocated classes

To support and participate in the curriculum development work of the Design Technology Team, including the writing of schemes of work and programmes of study

To assist the Head of Design Technology in the maintenance of high standards of work and behaviour within the Design Technology Department

To be an Academic Tutor and to carry out the associated duties

To support the Leadership Team in the effective operation of the College

**SPECIFIC TASKS**

The main responsibilities of the post are to:

* teach the classes allocated, and provide a well-planned, challenging and purposeful learning environment for students

* set homework on a regular basis and mark student work promptly

* assess, monitor, record and report on student achievement in line with College and Team policy, including writing student reports and attending parents meetings

* assist in the identification of student special educational needs, and support the work of the Academic Support Team, including participation in the writing and review of individual education plans

* share in the development of course outlines, specifications and schemes of work in Design Technology

* follow the course outlines, specifications and schemes of work agreed by the Design Technology Department

* make effective use of student performance data, and student and staff target-setting; and provide relevant information to the Head of Design Technology and Assistant Principal Year Leaders

* monitor and record student attendance in line with College and Team policy, and support the College Leadership teams in the maintenance of high levels of student attendance

* prepare for and attend Design Technology Department and Year Team meetings and support the work of the Design Technology Department and the Year Team

* support and carry out policies and practices to promote positive student behaviour and achievement in Design Technology within the framework of the College Behaviour Policy

* participate in and support the Performance Management Policy

* assist in the development of the College Improvement Plan and its review mechanism

* undertake specific duties within the Design Technology Department as agreed with the Head of Design Technology

* undertake such other duties as reasonably required by the Principal



**THURSTON COMMUNITY COLLEGE**

**Teacher Person Specification**

**QUALIFICATIONS**

Applicants must:

be graduates of a recognised university or college, or hold qualifications of graduate status

* be qualified to teach the relevant subject at GCSE and possibly Advanced level in a maintained secondary school

**PERSONAL QUALITIES**

* love working with young people

* are passionate about education, enthusiastic about teaching and committed to teaching in comprehensive schools

* are excited about this particular post and its challenges and opportunities

* are eager for further professional development and promotion

* are powerful team players, able to contribute to the overall effectiveness of the Department

* work hard, are organised, flexible and professional

* are energetic, optimistic, positive and courageous

* remain calm in adversity and are able to diffuse stressful situations

* are good-humoured, honest and consistent