

## **JOB DESCRIPTION**

**POST: Teacher of Design Technology**

**GRADE: Teachers Main Scale**

**REPORTS TO: Head of Department**

### **Post Summary**

- To develop, plan and deliver effective and high quality learning experiences for all students they teach.
- Be accountable for the learning and achievement of all students they teach.

### **Duties and responsibilities:-**

#### **Teaching and learning**

- Carry out teaching duties in accordance with the Academy's schemes of work.
- Liaise with colleagues to deliver units of work in a collaborative way.
- Work with teaching assistants, the SENCO, learning mentors as appropriate
- Set targets for student attainment levels
- Set work for students absent from Academy
- Demonstrate good practice in the teaching areas of responsibility

#### **Assessing and reporting**

- Record students' work
- Maintain lesson evaluations
- Mark and return work within agreed time span, providing feedback and targets
- Provide assessment reports to monitor student progress
- Liaise with parents and attend consultation days and evenings

#### **Standards and quality assurance**

- Support the aims and ethos of the Academy to maximise the achievement of all
- Set a good example in terms of dress, punctuality and attendance
- Meet deadlines where given reasonable notice
- Attend and participate in open evenings and student performances
- Uphold the Academy's behaviour code and uniform regulations
- Participate in staff training
- Attend team and staff meetings

## **Pastoral**

- To act as a tutor for students.
- To support as effectively as possible the academic and pastoral needs of each student in tutor group.
- To be aware of Child Protection issues and to report concerns where they arise.
- To treat all students equally regardless of religion, ethnicity or gender but to be mindful of the different needs, values and beliefs of different groups.
- To use Baseline Data to track the overall attainment and achievement of students in your tutor group termly; identify underachievement and work with the Head of Year to ensure intervention strategies are put in place

Work within the Code of Practice relating to Special Educational Needs

**The Shireland Collegiate Academy Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment.**