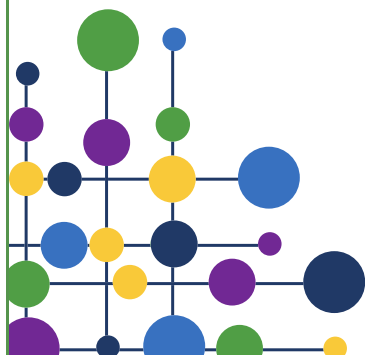
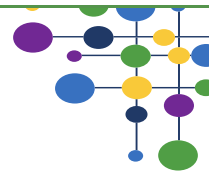


**Application Pack for  
Teacher of Design Technology  
Whitcliffe Mount School, A SHARE Academy**





## Welcome from the CEO

Academic Year 2022 /2023

Dear Applicant,



Thank you for taking an interest in this vacancy working across the trust. I hope the materials enclosed in this pack give you a good sense of what makes the trust a special place to work and provides the information you need about the post.

Our belief in “Valuing People, Supporting Personal Best” means we are committed to investing in our staff, to help them be happy at work, to provide the support they need to achieve the highest standards they are capable of and to offer the training or guidance they need to undertake their jobs effectively. For example, everybody is encouraged to use a personal development plan, to set their own objectives and to take responsibility for their own improvement priorities. We define effective leadership as “helping others to achieve their best” and that is what your line manager will try to do for you.

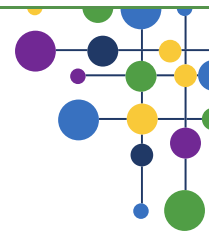
It is important to read the information provided carefully. We want you to be happy in the role you are applying for and committed to performing the job to the best of your ability.

I very much hope you are encouraged to apply for the position and look forward to meeting you soon.

Yours faithfully,

**John McNally**  
CEO





SHARE Multi-Academy Trust is a charitable trust currently consisting of four secondary and five primary academies in West Yorkshire. Our academies are: Shelley College, Huddersfield; Royds Hall Academy, Huddersfield; Thornhill Community Academy, Dewsbury; Whitcliffe Mount School, Cleckheaton, Heaton Avenue Primary Academy, Cleckheaton; Millbridge Primary Academy, Liversedge; Woodside Green Primary Academy, Cowlersley; Lily Park Primary Academy, Huddersfield and Luck Lane Primary Academy, Huddersfield.

We believe in helping staff and students achieve their personal best and are keen to recruit the very best talent to our Trust. Shelley College is the Teaching School Hub for Kirklees and Calderdale and as such, we can offer our teaching staff a wealth of first class, personal development opportunities as well as providing an excellent induction programme for Early Career Teachers. All staff receive full induction training and ongoing support to ensure they enjoy working for the trust. More than six hundred people work hard across the Trust to ensure we provide the very best education and service across all our schools, from invigilators joining us for a few hours a year, through flexible part-time work to many full-time teaching and support roles.

At SHARE MAT, we aim to:-

- Encourage all our students/pupils to go beyond what they think they can achieve, to enjoy learning, helping them to lead healthy and happy lives;
- Equip our staff to deliver their best every day, our belief is that by Valuing People, Supporting Personal Best is the key;
- Ensure our staff are happy at work, taking pride in students/pupils progress and development;
- Deliver training and guidance relevant to job role so expectations are understood and staff feel motivated;
- Offer great benefits making us the employer of choice, including outstanding CPD, supportive line management and networking opportunities across the MAT to aid personal development.

Dear Candidate,

I am delighted that you are considering joining us as a teacher of Design Technology at Whitcliffe Mount. We are proud of our track record of ensuring our students enjoy their time at school and achieve highly, so that we can celebrate their successes. We are a good and improving school and ensure that students enjoy, achieve and celebrate their time at Whitcliffe Mount. I joined the school as Headteacher in September 2013 and I can honestly say it is a fantastic place to work! For a number of years now, we have been working very closely with the SHARE Multi Academy Trust and we will be officially joining the Trust later this year.

In December 2013 we were visited by OFSTED who judged us as being good across the board. In September 2017 they revisited and confirmed that "Whitcliffe Mount continues to be good". The Ofsted team spoke very highly of our students who were fantastic ambassadors for Whitcliffe Mount during the inspection and we were proud to receive feedback on our students' excellent behaviour, their active participation in a range of school activities and clubs, the respect they show to others and the welcoming environment. Our students spoke openly with inspectors, explaining they felt safe and happy and that they were making good progress at Whitcliffe Mount. We have always celebrated our students' talents and achievements both academically and socially, but it is nevertheless fantastic to have this endorsed by Ofsted.

Student achievement is rising rapidly in the school. We expect a high standard of achievement, behaviour, attendance, punctuality and appearance from all our students. We believe that Whitcliffe Mount provides the ideal environment for our students to reach their potential in all areas. We also promote excellence in terms of examination results. I am delighted that all our young people achieved a qualification in 2021, with 66% of students achieving the new basics at grade 4+ in English and Maths, alongside this, an amazing 30% of students achieved 3 7-9 grades or equivalent.

To ensure our staff are fully supported we have a comprehensive, personalised CPD programme and an excellent induction programme. We are also part of the Calderdale and Kirklees Teaching School Hub which offers opportunities for cross school working and further professional development opportunities.

Whitcliffe Mount has a very strong tradition of extracurricular activities and curriculum support activities with particular strengths in both Sport and Performing Arts, where students develop confidence and independent learning skills. OFSTED said 'The development of students' social, moral, spiritual and cultural skills is a strength of the school. This is promoted through students' participation in a wide range of school events, clubs, activities and trips that are timetabled to take place in every week of the school year.'

If you would like to apply for the post of teacher of Design Technology at Whitcliffe Mount, please complete all the relevant sections of the Kirklees application form. A CV is not required. You should also enclose a letter of application (no longer than two sides) which briefly summarises what particular experience, skills and abilities you can bring to this post and why you would be like to join us on our journey at Whitcliffe Mount.

The deadline for receipt of applications is Thursday 13<sup>th</sup> October 2022 at 12.00 noon. Completed applications should be returned by email to [recruitment@whitcliffemount.co.uk](mailto:recruitment@whitcliffemount.co.uk)

We look forward to hearing from you.

Yours sincerely,



Jennifer Templar  
Headteacher

### **Art, Design & Technology Faculty information for applicants**

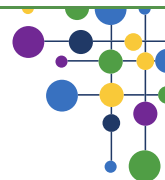
The ADT Faculty has eight specialist teachers and three technicians. The faculty is well resourced and has good teaching facilities, including a range of ADT machinery, a 3D printer, laser cutter and a sublimation printer in addition to a kiln and regular access to laptops and computer rooms.

All teachers in the department follow a variety of schemes of work, which include lessons covering all aspects of Design and Technology. These are reviewed regularly to ensure they are innovative and fully prepare students to achieve their best. Art and Design and Technology are popular subjects in the school, with KS4 courses running in WJEC Engineering, GCSE Art, BTEC Tech Awards 3D Product and Textiles and GCSE Food and Nutrition.

Technology at KS3 has reviewed its schemes of learning by aiming to reflect the changes in KS4 specifications, following a more holistic KS3 delivery based on the 'design, make, evaluate' specification structure, to ensure students are GCSE ready at the end of KS3. KS3 Art is already closely linked to the Art and Design specifications to help students move seamlessly up the school, but as a Faculty, we are constantly trying to improve our schemes and include all aspects of the new curriculum.

Enrichment is important to the faculty and we have been developing opportunities for all year groups. We regularly enter competitions; Engineers recently competing in the Rotary Club region competition, Food students made it to the finals of 'Young Chef of the Year', Textiles competed in the Quilt Festival and a Year 8 Art class has won a glassmaking workshop! We have organised trips to The Clothes Show, London and the Yorkshire Sculpture Park to link learning in Art and Technology to activities outside the classroom.

We are a friendly, supportive faculty and seek to provide interesting and engaging lessons to motivate all students.



## JOB DESCRIPTION

<u>POST TITLE</u>	:	Teacher of Design Technology
<u>LOCATION</u>	:	Whitcliffe Mount School, Cleckheaton
<u>SALARY SCALE</u>	:	Main Scale
<u>RESPONSIBLE TO</u>	:	Headteacher via Director of Learning – Art, Design & Technology

### 1. PURPOSE:

- a) To deliver high quality teaching within a broad, balanced, relevant and differentiated curriculum
- b) To monitor and support the overall progress and development of students
- c) To facilitate and encourage a learning experience which provides all students with the opportunity to achieve their individual potential
- d) To contribute to raising standards of student attainment
- e) To support colleagues in developing a team approach to raising the quality of teaching and learning throughout the school
- f) To carry out the professional duties of a qualified teacher in line with Whitcliffe Mount's expectations and the teachers professional standards at all times

### 2. LINE MANAGEMENT ROLE:

- a) To be responsible to the Headteacher via the Director of Learning and responsible for liaison with ETA staff

### 3. STRATEGIC PLANNING:

- a) To assist in the development of appropriate schemes of work, resources, marking policies and teaching strategies in the curriculum area and department
- b) To contribute to the department's development plans and their implementation
- c) To plan and prepare courses and lessons
- d) To contribute to the school's strategic planning activities
- e) To assist the Director of Learning and the school's Leadership team to ensure that the variety of teaching and learning strategies complements the school's objectives and contributes to raising levels of student achievement and expectation.
- f) To assist in the process of curriculum development and adapting to changing circumstances so as to ensure the continued relevance to the needs of students, examination boards and the school's strategic objectives

### 4. STAFF DEVELOPMENT:

- a) To take part in the school's staff development programme and to take an active responsibility for personal CPD
- b) To engage actively in the Performance Management Review process
- c) To ensure effective/efficient deployment of classroom support
- d) To be a team player, assisting and playing an active role in improving the performance and skill levels of colleagues

5. QUALITY ASSURANCE:

- a) To contribute to the process of monitoring and evaluation of the curriculum area/department in line with agreed procedures
- b) To review from time to time methods of teaching and programmes of work
- c) To maintain appropriate student records and to provide accurate and up to date monitoring of student progress
- d) To track student progress and use information to inform teaching and learning

6. MANAGEMENT OF RESOURCES:

- a) To assist the Director of Learning to identify resource needs and to contribute to the efficient use of physical resources
- b) To co-operate with colleagues to ensure a sharing and efficient use of resources to the benefit of the school, department and the students.

7. PASTORAL SYSTEM:

- a) To be a form tutor to an assigned group of students or play a role in the “staff team”
- b) To promote the general progress and well-being of individual students and of the form group as a whole
- c) To register students, accompany them to assemblies and support their participation and adherence to the ethos of the school, reinforcing and upholding school policies
- d) To evaluate and monitor student progress and manage the use of student planners and progress files
- e) To communicate as appropriate, with the parents of students and with outside agencies concerned with the welfare of individual students
- f) To apply the school’s behaviour management policy so that effective learning can take place

8. TEACHING:

- a) To teach students according to their individual educational needs, including the setting and marking of work carried out by students in school and elsewhere
- b) To assess, record and report on the attendance, progress, development and attainment of students and to keep such records as required
- c) To undertake a designated programme of teaching in English/Media.
- d) To prepare and update teaching materials
- e) To use a variety of delivery methods which will stimulate, motivate and engage learners, appropriate to student needs and demands of the syllabus, and to evaluate the effectiveness of different teaching and learning styles
- f) To maintain discipline and a classroom environment conducive to good learning, and encourage good practice with regard to punctuality, behaviour, standards of work and homework.
- g) To consistently implement the departmental and school rewards system and the school’s behaviour policy and procedures
- h) To mark, grade and give written/verbal and diagnostic feedback as required
- i) To provide, or contribute to, oral and written assessments, reports and parents’ evenings

9. OTHER SPECIFIC DUTIES:

- a) To play a full part in the life of the school community, to support its distinctive ethos and to be a positive role model in encouraging staff and students to follow this example
- b) To comply with the school’s Health and Safety Policy and undertake risk assessments as appropriate
- c) To support the wider development of students and the school’s commitment to enrichment activities
- d) Other duties commensurate with the grade of the post as directed by the Headteacher or as specified by the School Teachers Pay and Conditions Document.

10. FURTHER EXPECTATIONS OF TEACHERS ON THE UPPER PAY SPINE:

- a) To demonstrate a high degree of sustained competence
- b) To actively contribute to and take responsibility for own teaching and learning skills and CPD
- c) To act as a professional role model and work effectively with others to raise attainment
- d) To make a significant contribution to the ethos/success of the school

11. CHARACTERISTICS OF THE POST:

The ability to regularly attend meetings as required by the Headteacher/Director of Learning in directed time.

The employment checks required of this post are:

- **Evidence of entitlement to work in the UK.**
- **Evidence of essential qualifications.**
- **Two satisfactory references.**
- **Evidence of a satisfactory safeguarding check e.g. an Enhanced DBS Disclosure.**
- **Confirmation of medical fitness for employment.**

Whitcliffe Mount School will endeavour to make any necessary reasonable adjustments to the job and the working environment to enable access to employment opportunities for disabled job applicants or continued employment for any employee who develops a disabling condition.

The Job Description should be read alongside the range of professional duties of Teachers as set out in the Teachers' Pay and Conditions Document. The postholder will be expected to undertake duties in line with the professional standards for qualified teachers and uphold the professional code of the General Teaching Council for England.

This job description will be reviewed regularly and, following consultation with you, may be changed to reflect or anticipate changes in the job requirements which are commensurate with the job title and grade in line with the school's changing needs.

The duties and responsibilities highlighted in this Job Description are indicative and may vary over time. Post holders are expected to undertake other duties and responsibilities relevant to the nature, level and scope of the post.

As part of your wider duties and responsibilities you are required to promote and actively support the Councils responsibilities towards safeguarding. Safeguarding is about keeping people safe and protecting them from harm, neglect, abuse and injury. It is about creating safe places, being vigilant and doing something about any concerns you might have. Safeguarding relates to everyone who may be vulnerable, not just the very old and the very young. Please refer to the Employment page, 'More about working for Kirklees Council' on the Kirklees website. Please click [here](#) to read our safeguarding policy.

Signed .....

Signed ..... (Headteacher)

Date .....





## Teacher of Design & Technology - Employee Specification

Education and Training	Essential	Desirable	Assessment
Degree in Design Technology or related subject.	✓		Application/Interview
Commitment to CPD and INSET.	✓		Application/Interview
Qualified Teacher Status as a Design Technology teacher.	✓		Application/Interview
Good Honours Graduate in Design Technology.		✓	Application/Interview
Relevant Experience	Essential	Desirable	Assessment
Recent, relevant teaching (or teaching practice) of KS3 & 4 Design Technology in a comprehensive school.	✓		Application/Interview
Special Knowledge Skills	Essential	Desirable	Assessment
Up to date knowledge of the curriculum in Design Technology at Key Stages 3 and 4.	✓		Application/Interview
Familiarity with ICT and confidence in using ICT as a teaching tool.	✓		Application/Interview
Classroom management skills.	✓		Application/Interview
Data analysis skills.	✓		Application/Interview
Outstanding literacy skills	✓		Application/Interview
Ability to evaluate and improve the teaching practice of self and others.	✓		Application/Interview
Additional Factors	Essential	Desirable	Assessment
Knowledge of and commitment to safeguarding.	✓		Application/Interview
Commitment to high standards and expectations in all aspects of school life.	✓		Application/Interview
Enthusiasm and sense of humour.	✓		Application/Interview
Ability to relate well with children and adults.	✓		Application/Interview
Ability to work as part of a team.	✓		Application/Interview
Commitment to equal opportunities.	✓		Application/Interview
Willingness to contribute to the extra-curricular life of the school.		✓	Application/Interview
Willingness to undertake an enhanced Disclosure and Barring Service check. Please note a conviction may not exclude candidates from employment but will be considered as part of the selection process.	✓		

To apply, please complete an application form on the TES website, which can be found on our career site here:

<https://www.tes.com/jobs/employer/-1082675>

**Closing date: Thursday 13<sup>th</sup> October 2022 – 12.00 noon**