



## JOB DESCRIPTION

<b>School/College:</b>	West Norfolk Academies Trust Based at <b>Marshland High School</b>
<b>Job Title:</b>	Teacher of Art, Design and Technology
<b>Grade:</b>	MPS/UPS as appropriate
<b>Responsible to:</b>	Head of Creative Design Faculty
<b>Working With:</b>	Creative Design Faculty

### **Context of the department and role**

At Marshland the Art and Design & Technology departments have come together to form the 'Creative Design Faculty'. The departments still maintain their separate identities within the framework of the Design Process, however work together to embed creativity throughout the subjects. This post will involve some teaching across all areas of the Faculty, therefore the successful candidate will need to be flexible and willing to do this. Support will be put in place to help with this as needed.

There are currently eight staff within the Creative Design Faculty, which consists of six teaching and two members of support staff. Accommodation is good with a total Faculty accommodation of six well-appointed rooms with access to a stand-alone faculty ICT room. Teaching spaces all have interactive whiteboards.

We seek to employ a flexible and creative minded colleague, with a collaborative and open approach to working. We are a warm, supportive and welcoming department and look forward to working with the successful candidate. We offer GCSE's in Art, Photography, Food and Design & Technology, and the successful candidate will need to be comfortable with delivering at least one of these specialisms to this level.

We look forward to receiving your application, and please do not hesitate to contact the school if you wish to discuss the role further.

## **Purpose of the Job**

- To inspire and motivate pupils, fostering a love for design and passion for creativity
- To meet all requirements of the Teachers' Standards.
- Within the designated curriculum area, to implement, deliver and contribute to the published scheme of work.
- To shape the learning experience to motivate and encourage students to achieve their full potential.
- To monitor the progress of students and provide support to ensure personal and academic growth.

## **Teaching and Learning Responsibilities**

- To deliver the designated programme of teaching as presented in the scheme of work.
- To use a variety of delivery methods to stimulate learning, appropriate to student abilities.
- To prepare and update subject materials.
- To ensure a high quality learning experience for students that meets internal and external quality standards.
- Within the guidance presented in the school Assessment Policy and using appropriate I.T. systems, to assess, record and report on the attendance, progress, development and attainment of students.
- To take part in Parent/Carer Information Evenings.
- Within the school's marking and homework policy, to set and mark work appropriate to the needs of each student. To provide constructive feedback to facilitate progression.
- To undertake assessment of students as required by internal and external (e.g. examination boards) procedures.
- To apply the school's Behaviour Policy to ensure that effective learning can take place. To maintain discipline and use appropriate rewards and sanctions in line with school policy.
- To ensure that Literacy, Numeracy and ICT opportunities are optimised within the context of the designated teaching programme.
- To optimise the use of classroom support staff.

## **Job context and flexibility**

The duties and responsibilities listed in this job description provide a summary of the main aspects of the role. This is not an exhaustive list and the post holder may be required to carry out other tasks, as deemed appropriate to the grade and nature of the post.

This job description is current at the date indicated below but, in consultation with the post holder, it may be changed by the Headteacher to reflect or anticipate changes in the post commensurate with the grade or job title.

Due to the routine of the school, the workload may not be evenly spread throughout the year. Flexibility of hours, and a flexible attitude and willingness to assist others in the team, when required is necessary.

The post holder will have a shared responsibility for the safeguarding of all children and young people. The post holder has an implicit duty to promote the welfare of all children and young people.

The Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share in this commitment. All staff will be subject to an enhanced DBS (Disclosure and Barring Service) check.

## PERSON SPECIFICATION

Qualifications	Essential	Desirable	How assessed
QTS	✓		Appl
Relevant Degree	✓		

Experience	Essential	Desirable	How assessed
Experience of teaching to GCSE	✓		Appl/Int/Ref
Experience of working in a team	✓		
Contribution to school beyond the classroom		✓	

Skills, Attributes and Knowledge	Essential	Desirable	How assessed
An understanding of the use of data in promoting pupil achievement and attainment	✓		Appl/Int/Ref
Skills and knowledge to deal with student safety and behaviour	✓		
Setting high standards to staff and students by personal example	✓		
Ability to gain parental support and co-operation	✓		
Ability to work effectively under pressure	✓		
Ability to prioritise and meet deadlines	✓		
Commitment to continued personal development	✓		
Ability to focus on standards and the belief that all students can succeed given the right opportunity and support	✓		
Demonstrate a commitment to equal opportunities	✓		
IT literate.	✓		

Personal qualities	Essential	Desirable	How assessed
Ambition for self and others	✓		Appl/Int/Ref
A flexible and student focused approach to working	✓		
Genuine concern for others	✓		
Decisive, determined and self-confident	✓		
Integrity, trustworthy, honest and open	✓		
Accessible and approachable	✓		
Excellent attendance and punctuality	✓		
Excellent interpersonal skills	✓		

Appl = Application form

Int = Interview

Ref = Reference