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| **FULLBROOK**  **Job Profile** |  | Fullbrook_logo  |
| Name  |  | Updated 2018 |  |
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*Responsibilities: The duties outlined in this job description may be modified by the Principal, with agreement, to reflect or anticipate changes in the job, commensurate with the salary and job title.*

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| **Job Title:** | Teacher of Resistant Materials  |
| **Responsible To:** | Head of Faculty |

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| **Job Purpose** |
| * To take responsibility for teaching Design & Technology in order to provide effective teaching and learning for pupils, measured by the progress they make.
* To take responsibility for leading a tutor group.
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| **Knowledge*** Up to date knowledge of subject requirements and exam specifications
* DfE government guidelines
* Understanding of school policies and procedures
 | **Skills*** Teaching of subject relating to role
* ICT skills, including word processing
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| * To deliver and contribute to courses within the requirements of the National Curriculum and national examination regulations
* To ensure the educational progress of pupils by maintaining effective monitoring and recording of pupils’ work and achievement
* To prepare lessons and supporting teaching and learning resources for Design & Technology using the departmental Schemes of Work
* To liase with the Head of Faculty over resourcing and servicing of courses and specialist areas
* To prepare and record assessments, reports and any other feedback for parents and pupils on time.
* To contribute to the development and promotion of Design & Technology within the whole school context (to include contribution to resources and materials for ‘Into Sixth Evening’ and ‘Open Evening’)
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| * To contribute to department meetings
* To monitor, support and develop teaching and learning within the department through structured observation and feedback
* To share good practice
* To monitor and respond to pupil discipline issues within the classroom
* To comply with the collation of information and administration of assessments as instructed by the Examinations Officer and Examination Board
* To take responsibility for ensuring correct cover work is set for your classes
* To analyse examination results and statistics with a view to reflecting upon and evaluating student and teacher performance
* Undertake any other duties as required.
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