**Job description**

**UTC South Durham Head of Manufacturing**

**Job title:** UTC South Durham Head of Manufacturing

**Employer:** The Durham UTC Limited

**Responsible to:** Engineering Faculty Director

**Salary in range:** Leadership Scale

1. **Teaching and learning**

* Lead on delivering outstanding learning experiences in manufacturing which engage and excite our students.
* Plan and teach well-structured lessons which engage students to learn for themselves.
* Bring the curriculum to life through practical application relevant to the world of work.
* Adapt teaching to meet the needs of groups and individual students.
* Have clear and high expectations of student attitudes; use the Workplace Skills to ensure that students are clear about how they should behave.
* Give students regular feedback and clear targets in order to help them improve.
* Encourage them to reflect on their progress and support them to become successful independent learners.
* Reflect on student learning and own teaching practice to improve future effectiveness.
* Work with colleagues to evaluate teaching, giving and receiving feedback to help improvement.
* Gather feedback from students and respond positively to suggestions for improvement.
* Develop an inclusive and supportive approach so that all young people feel welcome and supported in their learning.
* Set work for classes for planned absence and, where possible, for unplanned absence.

1. **Raising aspiration, achievement and attainment**

* Lead and drive students’ progress and attainment in Manufacturing.
* Have high expectations of students in achieving their academic targets, irrespective of background.
* Work with the Faculty Director to use assessment data to set challenging targets for students and to accurately track their progress, with a focus on groups and gaps.
* Use accurate assessment methods to understand and track the progress of every student and design appropriate strategies to support their learning.
* Address the needs and aspirations of each student through personalised learning.

1. **Curriculum expertise**

* Design and implement a manufacturing curriculum which meets the needs of all students, is consistent with the UTC’s Vision and Values and fulfils statutory requirements.
* Ensure that opportunities are taken to develop the curriculum to reflect the specialist ethos of the UTC and which prepares young people for their range of future possibilities.
* Maintain subject expertise across relevant Key Stages and qualifications and develop subject knowledge in areas with lack of experience or with new qualifications.
* Ensure that students understand how the curriculum is relevant to the world of work and develops their Workplace Skills.
* Support student development of literacy and numeracy skills throughout their experience.
* Have an attitude of flexibility to teach other subjects with appropriate support and CPD.
* Contribute to a flourishing enrichment programme which provides a broad and stimulating experience for all students.

1. **Developing the organisation**

* Promote the UTC’s values across staff and students and with business partners.
* Contribute significantly to student recruitment, through attending events in the UTC and elsewhere and promoting the UTC.
* Treat students as young adults, show them respect and earn theirs.
* Promote the Workplace Skills through discussion with students and by demonstrating them in professional approach.
* Work with the leadership team to critically evaluate the UTC’s performance and influence change.
* Contribute to the CPD of other staff using own expertise and seek opportunities to develop personal knowledge and skills.
* Be efficient with resources and mindful of waste to ensure value for money.
* Ensure effective use of all technological and pedagogical resources.
* Work in partnership with parents/carers ensuring that they have full information about the progress of their children and contribute to their learning.

1. **Additional duties**

* Act with integrity and ensure a high standard of care and safeguarding for all our students.
* Comply with health and safety rules and legislation, ensuring the safety of students and staff at all times.
* Provide a highly visible presence to students and colleagues through the day.
* Attend open evenings, parental events, progress review meetings and other dedicated activities, as required.
* Act in compliance with data protection legislation in respecting the privacy of personal information.
* Comply with the principles of the Freedom of Information Act 2000 in relation to the management of UTC records and information.
* Undertake additional duties as may be reasonably directed by the Principal or line manager where they meet the priorities of the UTC.