

## Full-Time Head of Department of IT – Immediate start

As a department and as individual teachers, we have the highest expectations of our students. Students are encouraged to develop their skills as independent learners and to take advantage of the learning resources available. The subject area has produced a range of materials to support student achievement and all staff contribute to the development of these resources. A considerable number of students choose to study IT based courses at university. There is also the opportunity to develop A-Level Computing as a viable option for future enrolment.

A highly qualified and enthusiastic subject specialist is required to teach IT. The IT department consists of two full time members of staff. The IT Department is housed in its own pleasant suite of rooms in one of the College buildings.

The IT Department has a tradition of sharing and generating resources and ideas as a team. There are dedicated teaching rooms and specialist resources have been successfully developed in recent years.

There are excellent opportunities for staff development. All members of the department are encouraged to take advantage of INSET and to gain further professional qualifications.

The successful candidate will be able to employ a variety of teaching techniques as well as being able to create their own resources in the delivery of Btec IT (Pearson), across all levels. The department is very well resourced for all current courses. The ability to develop good working relationships with students is also vital. This is an exciting opportunity to join and enhance a successful and growing department.

The salary for this post is paid on the Sixth Form College Teacher's main scale, depending on experience (inclusive of Inner London Weighting).

St Charles is a vibrant, aspirational and rapidly improving Catholic college that is committed to providing the best possible education for every student that we serve. WE have multi-cultural student body with over 1000 16-19 year old full time students currently on roll.

We have a strong, enthusiastic team of teaching and enabling staff, and we are seeking to appoint a like-minded and professional team player, to make a significant contribution to the future development of the college.

### Main duties and responsibilities

- Regularly set performance targets for staff and students
- Review the department resources and manage the department budget
- Complete annual quality improvement plans and subject area self-assessment
- Complete internal and external exam data analysis
- Hold regular department meetings for all members of the team to contribute and share good practice and delegate responsibilities effectively within the department.

- Maintain an overview of the computing landscape in relation to skills development.

Further details contact Colette Thomas [che@stcharles.ac.uk](mailto:che@stcharles.ac.uk) or visit [www.stcharles.ac.uk/186/staff-vacancies](http://www.stcharles.ac.uk/186/staff-vacancies)

Please return application forms and a letter of application to [rwh@stcharles.ac.uk](mailto:rwh@stcharles.ac.uk) or via post to:

Ruby Whitehead  
St Charles Catholic Sixth Form College  
74 St Charles Square  
London  
W10 6EY

Closing date for applications: Monday 24th January 2022 (to arrive no later than 4pm)  
Interviews: 31st January 2022

*The College is committed to safeguarding and promoting the welfare of children and young people. Candidates for vacant posts are expected to share this commitment and all appointments will be subject to appropriate vetting, including an enhanced DBS disclosure check. We are an equal opportunities employer.*