

Job title: Head of Secondary ICT and Tech Coach

Mission: To ensure that both students and staff develop their skills and confidence with ICT and that digital technology is used to benefit learning across the curriculum.

KPIs	Values	Functions	Skills
<ul style="list-style-type: none"> Public exam results Student progress data Observations Student survey data Staff survey data 	<ul style="list-style-type: none"> Care Curiosity Success Internationalism 	<p>1. Teach ICT and/or Computer Science (about 40% of timetable)</p> <ul style="list-style-type: none"> To model and deliver outstanding practice in own subject area. To have high expectations of all students based on relevant data. To produce or contribute to oral and written assessments, reports and references relating to individual or groups of students. To maintain discipline in accordance with the school's procedures and encourage good practice with regard to punctuality, behaviour and standards of work. To assess students' work in line with school policies and procedures referring to student performance targets. <p>2. Tech Coach (about 60% of timetable)</p> <ul style="list-style-type: none"> To work with departments to develop units of work using ICT in order to develop student capacities in different areas. To team teach so that ICT can be used effectively in the classroom. To run staff training to help develop confidence with ICT. To keep up to date with the latest developments in digital technology. To research the impact of digital technology on pedagogy. To develop links and partnerships with digital technology companies. To work with staff to help them develop the confidence and knowledge to use ICT to help develop learning in the classroom. To be responsible for the Maker Space in our new state-of-the-art teaching building. To liaise with other Cognita Schools to share and develop best practice in digital learning. <p>3. Other responsibilities</p> <ul style="list-style-type: none"> To continue personal development and participate in the school's staff development programme. To engage actively with the school's performance management programme. To act as a form tutor. To help with extra-curricular activities as required. To work as a member of a team, positively contributing to effective working relations within the school. To attend open evenings and parents' evenings. To attend morning assemblies and staff morning briefing unless on duty. 	<ul style="list-style-type: none"> Team work Positivity Accountability Strong communication skills Work ethic Ability to build relationships with others Willingness to reflect, listen to constructive criticism and improve

Profile:

- University graduate and qualified with UK approved PGCE or international equivalent.
- The person should have good inter-personal and coaching skills.
- Experience with Project Based Learning and innovative teaching and learning approaches would be an advantage

Hierarchical dependency:

- Direct Report: Deputy Head Academic

Safeguarding Responsibilities

"Cognita Schools are committed to safeguarding and promoting the welfare of children and young people and expects all staff, volunteers and other third parties to share this commitment. Safer recruitment practice and pre-employment background checks, to the maximum extent permitted by law will be undertaken before any appointment is confirmed"

Signed: Name (Print): Date: