Job Description – Director of Learning for Maths

Reports to: Head of College
Salary: LAT Leadership Scale
Purpose of Role: To lead and manage the implementation of a challenging, coherent and cumulative Maths curriculum

Key responsibilities and outcomes

- Leadership and management of all aspects of the Maths Department
- Implementation of Maths curriculum and related projects
- Achievement of consistently outstanding teaching, learning and assessment in subject
- Achievement of outstanding student progress and attainment in subject

Whole UTC Activities

- Lead and support all core UTC related activities
- Ensure employer engagement extends learning appropriately
- Promote the public image and engagement of the UTC and its specialties

Leadership and management

- Supporting your team to manage behaviour appropriately in and around the area of learning
- Performance Management - write a subject development plan, set teaching and academic targets and embed a meaningful monitoring and review process
- Participate in recruitment and selection activities
- Assist in the professional development of teachers
- Supervise and support beginner teachers and NQTs
- Develop strong employer partnerships
- Manage the department budget to ensure value for money and impact on teaching, learning and attainment
- Maintain regular and productive communication with students, parents, colleagues and partners
- Create an environment in which morale is high

Teaching, Learning and Assessment

- Develop all Department teachers to ensure teaching is consistently outstanding
- Direct and supervise the work of support staff to ensure value for money and highly effective provision
- Direct and supervise support staff assigned to lessons to ensure the support provided to individuals and groups is having a significant impact on academic and technical progress
- Monitor and assess teaching, learning and assessment

Curriculum and assessment

- Support the team in implementing Maths Mastery at KS3
- Develop and implement syllabi and schemes of work for KS4 and Post 16, that inspire, challenge and enable students to achieve high end grades
- Develop the use of ICT in the department to ensure students' IT knowledge and skills are developed in a relevant and effective manner
- Set regular, meaningful and measurable assessments for students and recognise success
- Maintain accurate student data that can be used to make teaching more effective
- Produce and contribute to oral and written assessments, reports and references relating to individuals and groups of students

Duties and Expectations of all teachers

- Teach, to an outstanding level, all years, abilities and qualifications
- Play an active role in ensuring a consistently orderly, calm and stimulating environment, both in and out of the classroom based on best workplace practices

- Play a central role in the department, including contributing to projects, tutoring and trips
- Make a vital contribution to the efficient running of the Department, including setting and marking examinations, assisting in moderation of coursework and undertaking administrative and other tasks
- Enhance the quality of teaching, learning and assessment in the Department and wider UTC through sharing resources and good practice, lesson observation, collaborative teaching, instructional coaching and active participation in CPD

Other

- Undertake, and when required, deliver or be part of the performance management system and relevant training and professional development
- Undertake other various responsibilities as directed by the line manager
- Implement consistent Health & Safety procedures in line with current regulations and write/review risk assessments for the department

Notes:

The above duties are subject to the general duties and responsibilities contained in the Statement of Conditions of Employment. The job description allocates duties and responsibilities but does not direct the particular amount of time to be spent on carrying them out and no part of it may be so construed. This job description is not necessarily a comprehensive definition of the post. It will be reviewed at least once a year and may be subject to modification or amendment at any time after consultation with the holder of the post. The duties may be varied to meet the changing demands of the UTC at the reasonable discretion of the Principal. This job description does not form part of the contract of employment. It describes the way the post-holder is expected and required to perform and complete the particular duties as set out in the foregoing.

Person Specification - Director of Learning for D&T and Art

Qualification Criteria

- Qualified to degree level or higher.
- Qualified to teach and work in the UK.

Experience

- Experience of working in a relevant workplace.
- Evidence of teaching at an outstanding level.
- Experience of raising attainment.
- Experience of having designed, implemented and evaluated effective, imaginative and stimulating schemes of work and project-based learning activities.
- Experience of and/or affinity for teaching children of all abilities.

Behaviours

- Effective team member and leader who demonstrates resilience, motivation and commitment to driving up standards of achievement.
- Genuine passion for and belief in the potential of every student.
- Models, mentors and monitors workplace behaviour.

Leading the Curriculum

- Commitment to building a knowledge-rich and technical skill-rich project-based curriculum with industry partners.
- Ability to lead on assessment, evaluation and development of student portfolios.
- Able to set and deliver high expectations for accountability and consistency.
- Passionate about teaching D&T and Art in a dynamic and inspirational manner.

Leading the Learning

- Excellent classroom practitioner and mentor.
- Ability to embed a culture of learning amongst staff and students that creates an ambitious, purposeful and highly motivating environment.
- Committed to seeing all students progress to university, work or apprenticeship.

Teaching and Learning

- Excellent classroom teacher with the ability to reflect on lessons and continually improve their own practice.
- Thinks strategically about classroom practice and tailoring lessons to students' needs.
- Ability to use ICT effectively and at a high level in teaching, recording and reporting.
- Understands and interprets complex student data to drive lesson planning and student attainment.
- Good communication, planning and organisation skills.
- Demonstrates resilience, motivation and commitment to driving up standards of achievement.
- Commitment to regular and on-going professional development and training to establish outstanding classroom practice.
- Preferable - ability to teach D&T up to A Level.