



## JOB DESCRIPTION

<b>Title of Post:</b>	Teacher of Technology
<b>Salary:</b>	Teachers' Pay Range according to qualifications and experience
<b>Effective from:</b>	To commence January or April 2018

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### **ART, DESIGN AND TECHNOLOGY FACULTY**

#### **The Post**

This is a full time, post to commence January 2018. It is payable on the Teachers' Pay Range according to qualifications and experience.

**Applications from NQTs welcome.**

Thank you for your interest in this post. Let us tell you a little more about it.

Plantsbrook has a thriving Art, Design and Technology Faculty and is staffed by well qualified, enthusiastic and well motivated staff, who all enjoy their own subject specialisms and teaching across the Art, Design and Technology subjects. This position is for a Design and Technology teacher.

We teach Key Stage 3 Art, Design and Technology to 100% of students, all experiencing the areas of Art and Design, Product Design, Food, Textiles, and Engineering. ICT is used to enhance learning throughout in our dedicated CAD/CAM ICT suite.

At Key Stage 4, students can choose a variety of DT subjects including GCSE Art and Design, Design and Technology and Food and Nutrition. We also offer BTEC Engineering and Hospitality. All staff in the department teach vocational courses alongside GCSEs.

In Years 12 and 13 we currently offer A level InDesign and Technology with a focus on Product Design and BTEC L3 Art and Design.

The Faculty is very well equipped, yet developing, and has increased greatly its use of CAD/CAM and ICT.

We have been involved in running a number of primary school insets and enjoy the close links we have established within the community. Students enter national competitions annually with success and the department is always busy with lunchtime and after school activities.

The department achieves good results at GCSE and A Level and outstanding results at BTEC. Staff in the department work closely together to inspire students to achieve.

The department feels very strongly that this subject area has much to offer to all ability ranges of student, as they can all achieve success at their own level. They are enabled to solve real life problems through communicating with one another, considering a wide range of options, modifying some, rejecting others and developing their chosen ideas.

Teaching in the Art, Design and Technology Faculty at Plantsbrook is exciting and forward moving and we are looking for a motivated, ambitious and committed teacher who is able to teach across all areas of technology at KS3, 4 and 5.

**PLANTSBROOK SCHOOL  
GENERIC TEACHER JOB DESCRIPTION**

**1.0 JOB TITLE**        Subject Teacher/Form Tutor

**2.0 JOB PURPOSE** To promote the general progress and well being of individual pupils and of any class or group of pupils assigned to you principally but not exclusively by teaching and as a Form Tutor if required.

**3.0 DUTIES AND RESPONSIBILITIES**

**3.1** Those duties and responsibilities undertaken by a teacher in relation to the teaching of children and the organisation of the Multi-Academy Trust:

- a) Planning and preparing work for pupils assigned to you.
- b) Teaching according to their educational needs, the pupils assigned to you, including the setting and marking of class work and homework carried out by those pupils, the number of lessons should not normally exceed that limit which has been agreed in the school.
- c) Assessing, recording and reporting on the development, progress and attainment achieved by those pupils assigned to you.
- d) Communicate with pupils, parents and carers in accordance with the school ethos, policies and practice.
- e) Participate in arrangements for the appraisal and review of your own performance and, where appropriate, that of other teachers and support staff.
- f) Regularly reviewing your methods of teaching and programme of work.
- g) Participate in arrangements for your own further training and professional development and, where appropriate, that of other teachers and support staff including induction.
- h) Taking all reasonable steps to maintain good order and discipline among pupils and safeguarding their health and safety both when they are authorised to be on the school premises and when they are engaged in authorised school activities elsewhere.
- i) Participate, as appropriate, in meetings at the school which relate to the curriculum, administration or organisation of the school.
- j) Participate in arrangements, as appropriate, for preparing pupils for public examination and assessment approved by the Secretary of State, recording and reporting such assessments and participating in arrangements for pupils' presentation for and supervision during such examinations.
- k) Participate in an equitable system of cover in accordance with policies agreed between the School and the recognised Teacher Associations.
- l) Attending assemblies unless a dispensation has been granted, registering the attendance of pupils and supervising pupils, whether these duties are to be performed before, during or after school sessions in accordance with school policy.

**3.2 SPECIFIC**

- a) To ensure that the register is marked punctually and kept up-to-date as required by the law. All absence should be accounted for by notes from parents or guardians and any problems reported to the Achievement Co-ordinator for the appropriate Year Group in the first instance.
- b) To deal with other returns and requests for information about pupils in the Tutor Group as required.
- c) To contribute to and assist as required in keeping up-to-date the pupil records for each pupil in the Tutor Group.

- d) To contribute to references, reports to outside agencies and the like, in consultation with colleagues.
- e) To implement the School Policy on personal appearance, uniform and behaviour of the pupils.
- f) To help pupils with individual guidance as necessary.
- g) To attend assembly with the form unless a dispensation has been granted.

#### **4.0 LINE MANAGEMENT – RESPONSIBILITY TO AND FOR**

- 1. Responsible to the Headteacher (through Subject Leader and Departmental Supporter).
- 2. To an Achievement Co-ordinator for any tutorial activity.
- 3. Responsible for the supervision of persons providing support in the classroom.

#### **5.0 PERFORMANCE MANAGEMENT**

Teachers on the Main, Upper and Unqualified Teachers' pay ranges will have their salary reviewed annually in accordance with the Academy Trust Pay Policy. To move up the Main pay range or the Unqualified teachers' pay range one point at a time teachers will need to have made good progress towards their objectives, have shown they are competent in all elements of the Teachers' Standards and teaching should be at least good as defined by OFSTED.

**If appropriate, for the postholder:**

##### **UPR:**

- Any qualified teacher who is highly competent in all elements of the relevant standards and his/her achievements and contributions to the school are substantial and sustained, may apply to the Headteacher to be paid on the Upper Pay Range.
- *Highly competent in all elements of the relevant standards* means teaching performance which consistently meets all elements of the Teachers' Standards.
- *Substantial* means a significant contribution to improving standards of teaching and learning for other staff, through sharing and disseminating knowledge and skills by coaching, mentoring, demonstrating and curriculum development activities. The purpose of the contribution is to help those teachers improve the outcome for pupils. However, the teacher providing the support should not routinely be held accountable for the learning of pupils in the classes taught by other teachers.
- *Sustained* means maintaining these contributions over at least two years.

#### **6.0 REVIEW AND AMENDMENT**

This job description is normally subject to annual review. It may be amended at the request of the Headteacher or the postholder but only after full consultation with the postholder.

Job description issued, after consultation, by Ms T Campbell, Headteacher.

## **PERSON SPECIFICATION**

### **Professional Qualities**

You will:

1. Be an excellent teacher.
2. Have the ability to teach across the Technology specialisms.
3. Have good classroom management skills and be able to help other departmental colleagues if needed.
4. Be committed to teamwork as a style of management, both within the department and within the school.
5. See your subject as being part of a wider picture which includes the whole curriculum.
6. Be committed to improving student achievement, including monitoring attainment, target setting and mentoring underachievers.
7. Be an efficient administrator.
8. Be committed to staff development and training, including performance management.
9. Be committed to equal opportunities and success for everyone in a comprehensive school.
10. Be committed to safeguarding and promoting the welfare of children and young people.
11. Be committed to the concept of the school at the heart of the community.

### **Personal Qualities**

You will:

1. Enjoy working with young people and treat them with respect.
2. Be able to motivate and inspire students.
3. Be optimistic, enthusiastic and 'generous of spirit'.
4. Have a sense of proportion and humour.
5. Be equally literate and numerate, including using ICT.
6. Have the personality to deal with student discipline problems firmly and fairly.

### **TO APPLY:**

If you would like to apply for the post, please complete the application form enclosed, together with other relevant information in support of your application.

The application form and details are also available on our website: For further details and application form visit our website: <http://www.plantsbrooklearningtrust.org.uk/landing-Vacancies>

**Closing Date: Friday 24th November 2017**

I look forward to reading your application. If you are shortlisted for this post you will be contacted by telephone. It is our practice, as part of the interview process, for interviewees to teach a 30 minute session, observed by a senior member of staff.

**Note:** If you have not heard from the school within 3 weeks of the closing date, please assume that you have been unsuccessful in your application.

Ms T Campbell  
Headteacher

*Plantsbrook Learning Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.*

**Please note successful candidates for all Plantsbrook Learning Trust vacancies will be requested to apply for an Enhanced Disclosure from the Disclosure and Barring Service, although a criminal record will not necessarily be a bar to obtaining the position.**