

Job Description

Job Title: Assistant Curriculum Area Leader - Engineering

Accountable to: Curriculum Area Leader (CAL) – Engineering / Director of Engineering

Core Purpose:

You will have a central responsibility for leading and directing the learning and operational management of elements of the Engineering Curriculum Area (ECA), dependent on experience to reflect both Academy and local and national priorities and to personalise routes for all learners and ensuring rigorous and continuous monitoring and evaluation of the effectiveness of curriculum provision. Your leadership will ensure that engineering learning is exciting and engaging and delivered in partnership with Aston University and our significant industry partners so that our young people are motivated to strive for excellence.

Key Responsibilities:

Responsibility for raising the standards of all KS4/KS5 students taught in the Engineering Curriculum Area (ECA):

- To be responsible for the teaching of relevant teaching material within ECA.
- To contribute to the ongoing development of appropriate syllabuses, materials and schemes of work.
- To be responsible for managing the resources in the teaching rooms to which you are deployed.
- To be a tutor, when assigned, and to be responsible for carrying out the duties as set down in the generic tutor job description.
- To be responsible for carrying out a fair share of supervisory duties and cover for absent colleagues.
- To be responsible for following ECA and AUEA policy on matters such as lesson preparation, schemes of work, marking, record keeping and homework.
- To be responsible for organising a disciplined working environment in which students can achieve their maximum potential.
- To participate in appropriate meetings as negotiated within the Academy.

Responsibility for educational progress for all students in the K4/KS5 Engineering Curriculum Area:

- To be responsible for monitoring students' progress in KS4/KS5 in the Engineering Curriculum Area by academic tracking and data analysis.
- To be responsible for reporting to and liaising with the Senior Leadership Team, other Curriculum Area Leaders, teaching/support staff, Sponsors, Aston University staff and students, industrial partners, external agencies and parents/carers.
- To ensure a culture and ethos of challenge and support where all students can achieve success and become engaged in their own learning.
- To demonstrate and articulate high expectations and sets stretching targets for all KS4/KS5 teaching staff in ECA.

With the Curriculum Area Leader for Engineering to be Responsible and accountable for leading, managing and developing the Engineering Curriculum Area:

- With CAL Engineering to be responsible for and to lead the team of KS4/KS5 teachers in the Engineering Curriculum Area ensuring that they have the opportunity

for appropriate professional development, including the delegation of responsibility to them when appropriate.

- With CAL Engineering to be responsible for providing high quality challenge and leadership through mentoring and coaching to all Engineering Curriculum Area teachers to ensure that learning and teaching, curriculum resourcing and Assessment Reporting and Recording are outstanding.
- With CAL Engineering to be responsible for the curriculum planning within ECA, ensuring it meets any statutory requirements.
- With CAL Engineering to be responsible for learning and teaching, resources, equipment and the classroom management deployed in ECA.
- With CAL Engineering to be responsible for the finances of ECA and to ensure that expenditure maximises achievement.
- With CAL Engineering to be responsible for the allocation of teaching groups and staff within ECA.
- With CAL Engineering to be responsible for organising a disciplined working environment in ECA and to act as an interface between the Curriculum Area and the College teams.
- With CAL Engineering to be responsible for the examinations, internal and external, of all students in ECA, in liaison with the Academy Examination Officer.
- With CAL Engineering to be responsible for writing the ECA development plan and setting targets as required.
- With CAL Engineering to liaise with, guide and lead teachers in the collection and collation of information and data to evaluate the quality of provision and identify the underachievement of individuals and groups of students.

Responsible for line management of Engineering Curriculum Area staff:

- Engineering teaching staff and other relevant personnel within ECA.