**Position: Learning Leader of Design and Technology**

[TLR2c]

**Strategic direction / inspirational leadership**

* Develop the department in line with the needs of the school to maximise outcomes.
* Be involved in the target setting process for the department and the contribution it makes for whole school targets.
* Develop and maintain key planning documentation including the department’s SEF and Improvement Plan.
* Represent the department at appropriate meetings.
* Identify gaps in attainment of underachieving students so that all students make good or better progress, liaising with the Deputy Headteacher - Teaching and Learning.
* Promote whole school literacy.

**Teaching and learning**

* Teach a timetable commensurate with the position and responsibilities.
* Lead on curriculum development in the Design and Technology department.
* Be aware of current developments within the subject and teaching and learning generally to ensure the department is at the leading edge of practice and performance.
* Implement strategies to raise and maximise attainment within the department.
* Actively promote literacy through the work of the department.
* Be responsible for departmental monitoring through lesson observation.
* Maintain good links with the Assistant Headteacher -SENCO to ensure the literacy focus is embedded and the needs of students are understood.
* Ensure colleagues understand students’ learning needs and differentiate the learning activities to maximise student progress.
* Encourage and provide opportunities for colleagues to reflect upon and modify practice in order to improve student outcomes.
* Create stimulating learning opportunities for colleagues and students and encourage them to take risks and develop a ‘can-do’ approach.
* Ensure that schemes of learning reflect the goals and aspirations of the school and subject area.
* Ensure the effective use of assessment for learning in all lessons.
* Ensure student voice is used to improve lessons and schemes of work.

**Leading and managing staff**

* Lead Department meetings.
* Ensure that line management is effective and evidenced.
* Understand, support and direct the learning needs of students following courses in your department.
* Enable further staff development to improve outcomes.
* Increase accountability, with staff evidencing achievements against agreed expectations and performance criteria.
* Undertake performance management reviews of identified staff.
* Develop and share a departmental vision and strategy, in-line with SIP.
* Inspire, lead, motivate and develop team members to ensure that DIP/SIP are achieved and that staff utilise a wide range of strategies to promote learning and maximise progress.
* Engender a sense of identity that shares a common ethos and culture that is responsive to cohort needs.
* Use data from Exam results, FFT, Raise Online, CATS, ALPS and internal school data to evaluate the performance of the department.
* Ensure Quality Assurance by leading regular Subject team learning walks, lesson observations and work scrutiny activities.
* Lead and oversee the marketing of Design and Technology, including preparing subject summaries and guidance for parents and students.
* Collate and share best practice amongst the team members to improve outcomes.
* Enable departmental members to achieve higher levels of personal performance.
* Use target setting intelligently and to ensure subject targets are met.
* Facilitate the development of inspirational learning resources and department schemes of work.
* Develop appropriate inset as required for performance management to run effectively in conjunction with Deputy Headteacher – Teaching and Learning.
* Assist the Headteacher in day-to-day management of the school.
* Act as line manager for staff within the department.
* Oversee the arrangements for all subject related extracurricular activities, including off site activities.
* Ensure that work is always set for classes when a member of the subject team is absent.

**Efficient and effective deployment of staff, pupils and resources**

* Deploy department staff effectively in so doing liaising with the Deputy Headteacher - Curriculum and Staffing.
* Contribute to collaborative work with other schools as appropriate.
* Develop positive and empowering relationships between staff and students.
* Lead experiential learning to engage students, ensure progress and inspire learners across the department.
* Inspire colleagues and young people to foster positive relationships.
* Create a positive learning environment in which team members feel inspired to teach and students inspired to learn.
* Insist on high expectations of colleagues and students’ work and behaviour.

**Accountability**

* To the Deputy Headteacher - Curriculum and Staffing for curriculum development and staffing deployment in the department.
* To the Deputy Headteacher - Teaching and Learning for the monitoring and intervention within the department.
* Provide reports for the Headteacher and governors as required.
* Complete returns for the Local Authority, Department of Education and other outside agencies as required.
* Take responsibility for Health and Safety regulations within the department including risk assessments.

**General**

* Take an active role in the day-to-day management of the school.
* Play a full and supportive role in the life of the school in the maintenance and raising of standards of work, behaviour and dress.
* Promote effective interpersonal relationships between students, staff, governors and parents.
* Contribute to the development of effective collaborative and open leadership and management.
* Have regard for Health and Safety regulations within the department.
* Maintain clear expectations, high standards of professionalism and collaboration to meet the School’s Improvement priorities.
* Fulfil the general duties of a main scale teacher.

The job description is not exhaustive and the post holder will be expected to undertake other duties as reasonably requested by the Headteacher.