Head of DT - Job Description

Post title	Head of Design Technology
Responsible to	SLT Line Manager

Purpose of job

Core Purpose:

To provide professional leadership and management of the DT Department and curriculum to secure high quality teaching, effective use of resources and improve the standards of learning and achievement of all learners.

Key Responsibilities:

- To be responsible for the academic achievement of all learners in DT across all key stages.
- To be responsible for the leadership of the DT team.
- To be responsible for the efficient and effective management of the DT Department budget.
- To inspire, motivate and challenge learners and staff, supporting their individual learning journeys.

Strategic Direction:

- To ensure the vision for the department is clearly articulated, shared and understood and acted upon effectively by all.
- To develop and implement policies and practices for the DT Department which reflect the school's commitment to high achievement and success for all.
- To assist with the short, medium- and long-term plans for the development and resourcing of the DT curriculum, through the School Improvement Plan (SIP).
- To set, monitor and evaluate department targets that impact on learning.
- To be committed to continual improvement and the achievement of Outstanding standards.

Learning and Teaching:

- To teach excellent lessons, modelling the expected quality of teaching and learning across the DT department.
- To develop and implement recording and assessment systems to inform learning and record individual learner progress.
- To ensure Schemes of Learning are developed appropriately and to a high standard, meeting the needs of the learners.
- To accurately monitor and evaluate the quality of learning and teaching in the department and set targets for improvement.
- To conduct Performance Development Discussions with rigour and consistency.
- To be involved in the selection and recruitment of all DT staff.
- To provide support and coaching for both the induction and development of staff within the department.
- To facilitate the sharing of best practice.
- To be dynamic, reflective and progressive in practice and procedures.
- To plan, delegate and evaluate work carried out by individuals in the department.
- To create, maintain and advance strong leadership by encouraging creativity and innovation, working with other colleagues across the trust and beyond to ensure the very best practice is imbedded.
- To secure and allocate resources to support effective learning and teaching employing best value.

Collegiate responsibility

In addition to the specific responsibilities of this post, every member of staff at Corby Technical School will commit to:
- ✓ *Providing a courteous and efficient service to students at all time*

- ✓ *Using their influence with other staff and students to promote high standards of behaviour and order within the school.*
- ✓ *Working to maintain the school at the forefront of educational practice.*
- ✓ *Fostering and sustaining a culture of independence and creativity in all aspects of the school's operation.*

Performance Management

All staff will participate in Corby Technical School's Performance Management Review scheme as outlined in the School's pay and CPD policies.

Role Review

This job description sets out the main duties of this post at the time of drafting. It cannot be read as an exhaustive list. It may be altered at any time in consultation with the post holder subject to the Principal's approval.