

Great Academy Ashton

(Part of Great Academies Education Trust)

JOB DESCRIPTION

Post: **Head of Department – Design Technology**

Reporting to: Member of SLT

Salary Scale: TLR 2A

Academy Type: The Academy is a publicly funded independent secondary Academy for pupils aged 11 – 16

JOB PURPOSE

To provide ambitious and effective leadership of the design technology department, securing high-quality teaching and learning and strong progress and achievement for all students.

The post holder will play a key role in translating academy vision and priorities into consistently strong departmental practice, leading colleagues to continually improve provision and outcomes for all learners.

SPECIFIC RESPONSIBILITIES

Strategic Leadership of the Department

- Provide clear leadership and direction for the Design Technology department, aligned with Academy improvement priorities
- Lead the setting, implementation and evaluation of departmental improvement objectives
- Secure a culture of high expectations, professional accountability and continuous improvement
- Contribute positively to whole-Academy self-evaluation and improvement planning

Curriculum Leadership

- Ensure a high-quality, well-sequenced and ambitious Design Technology curriculum is in place and implemented consistently
- Lead the ongoing review and development of curriculum content to ensure relevance, coherence and statutory compliance
- Ensure curriculum planning supports inclusion, progression and strong outcomes for all students
- Ensure curriculum delivery reflects current subject developments, research and best practice

Teaching, Learning and Assessment

- Secure good or better teaching and learning across the Design Technology department
- Model highly effective classroom practice and support colleagues to refine and improve their teaching
- Ensure assessment is purposeful, accurate and used effectively to inform teaching and intervention
- Monitor pupil progress and implement timely strategies to address underachievement
- Ensure consistent approaches to assessment, feedback, recording and reporting

Quality Assurance and Improvement

- Implement and embed robust quality assurance processes within the department
- Use a range of evidence, including lesson visits, work scrutiny and assessment data, to evaluate impact
- Provide clear, developmental feedback to colleagues and follow up agreed actions
- Evaluate the effectiveness of departmental strategies in securing improved outcomes

Staff Development and Professional Practice

- Lead and support the professional development of departmental staff
- Use coaching and mentoring to strengthen classroom practice and leadership capacity
- Share subject knowledge, pedagogical developments, research and inspection findings with colleagues
- Contribute to the development of a reflective, improvement-focused departmental culture

Inclusion, Equity and Outcomes

- Lead strategies to raise achievement for all groups, including disadvantaged pupils, students with SEND, EAL and high prior attainers
- Ensure teaching and curriculum approaches promote inclusion, equality of opportunity and high aspirations
- Monitor and respond to patterns of attainment, progress and engagement within the department

Leadership of Others

- Provide effective line management for departmental staff
- Hold colleagues to account through performance management in line with Academy policy
- Support staff wellbeing, attendance and professional conduct
- Contribute to the recruitment, induction and retention of high-quality staff

COMMUNITY AND PARTNERSHIPS

- Ensure parents, carers and students are well informed and engaged with Design Technology provision
- Attend parents' evenings and relevant meetings as required
- Promote and support enrichment and extension opportunities linked to Design Technology
- Develop and maintain appropriate links with external organisations, employers and partners to enrich learning

SAFEGUARDING AND PASTORAL RESPONSIBILITIES

- Maintain a strong awareness of safeguarding and child protection responsibilities
- Act promptly and appropriately on concerns, in line with Academy procedures
- Support the pastoral needs of students taught within the department and escalate concerns as necessary

OTHER DUTIES AND RESPONSIBILITIES (GENERIC TO ALL POSTS)

- Promote the Academy as an inclusive institution which celebrates diversity and engages all learners and staff
- Support and uphold the ethos and values of the Academy
- Comply with all Academy policies and procedures, including Health and Safety
- Participate fully in appraisal, CPD and Academy processes
- Undertake relevant professional development as agreed with line manager
- Undertake other duties reasonably requested by the Principal or Senior Leadership Team, commensurate with the role

This post is subject to an enhanced Disclosure and Barring Service check.

This job description outlines the main duties and responsibilities of the post. It may be amended, in consultation with the post holder, to reflect changes in Academy priorities or organisational need.