



Wilmington Grammar School for Boys

Head of Design Technology

Salary: MPS/UPS (including fringe allowance) + TLR 2a

Start Date: September 2023



The Post

HEAD OF DESIGN TECHNOLOGY: WILMINGTON GRAMMAR SCHOOL FOR BOYS

Wilmington Grammar School for Boys is an 11-18 selective Boys' Grammar School, with a co-educational sixth form.

We are seeking to appoint a dedicated and passionate Head of Design Technology. This is an exciting opportunity for an enthusiastic teacher to develop their career to the next level and to take the department forward.

Our Technology Department thrives on the notions of inclusion, creativity and enthusiasm for the subject. Our KS3 curriculum is designed to build skills over time towards GCSE. We have specialist teachers delivering a wide range of technology skills and uptake at GCSE is good for Food and Nutrition, Constructing the Built Environment and Design Technology. We also have a very successful Level 3 programme in Professional Construction Practice which is taught across WG6, our joint sixth form. The successful candidate will have the autonomy to review and improve the curriculum.

The ideal candidate will be totally dedicated to raising standards, encouragingly a passion for Design Technology and developing expertise in their department. The Technology Department comprises of 3 specialist teachers and 2 technicians. The Head of Department has overall responsibility for the teaching of all curriculum areas within Technology which includes Food and Nutrition, the Built Environment and Design Technology. The Department has specialist classrooms including a food room, workshops and design suite.

Our ideal candidate will display:

- A passion for Design Technology
- Experience in teaching classroom Design Technology at different key stages with a good curriculum knowledge and understanding of GCSE and A-Level requirements.
- A willingness to contribute to the school's diverse extra-curricular programme.

Wilmington Grammar School for Boys is a Good school with a strong track record of achievement. We are part of the Endeavour MAT family of schools, and we pride ourselves on setting consistently high expectations, securing exceptional outcomes and delivering high quality standards of teaching and learning for all.

As an employee of Endeavour MAT the successful candidate will benefit from strong career development opportunities, a transparent pay structure and fantastic colleagues.

As a Trust we are fully committed to safeguarding and promoting the welfare of children and expect all staff and volunteers to share this commitment.

School-based roles are exempt from the Rehabilitation of Offenders Act 1974 but you are not required to disclose convictions or cautions that are 'protected', as defined by the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (as amended in 2013).

Shortlisted candidates will be asked to self-declare any information that would make them unsuitable to work with children. All offers of employment are subject to an enhanced DBS check.

School Vision and Values

WGSB promotes the fundamental British values of democracy, the rule of law, and mutual respect and tolerance of those of different faiths and beliefs.

Personal Excellence is an aspiration for all students in order to fulfil their potential. This is achieved in WGSB by providing a personalised and appropriate curriculum with high quality teaching and learning opportunities and the setting, monitoring and support of challenging but realistic personal targets. WGSB encourages whole child enrichment and will provide varied opportunities and dedicated support for students to develop their individual personal skills and talents.

Respect & Friendship is the foundation of the cheerful and secure culture that exists at WGSB. Students, staff and all who represent the school community will be expected to value and care for themselves and each other. Students will learn about and experience a variety of historical and contemporary spiritual, cultural and religious beliefs. The school community will actively support those who are less fortunate than ourselves. We are proud of the harmony which exists amongst our multi-cultural intake.

Innovation & Creativity are two of the key core attributes that determine an outstanding performance in our modern society. WGSB will continually strive to develop and improve the highest quality of learning that it can provide for its students by introducing appropriate, outstanding, educational practice from national and international sources. Students in turn will be provided with many opportunities to develop and demonstrate their own innovation and enquiry skills, leadership, self-reflection and creativity throughout their school career.

Determination is a characteristic that will develop self-belief and the resolve to succeed. The determination of WGSB to provide an outstanding educational experience to its students can only be matched by the fortitude of those same students to utilise the opportunity.

Equality for all WGSB will ensure provision is made for the same high quality education irrespective of ability, age, gender, race or religion. Students will be expected to demonstrate the same ethics themselves.



Job Description – Head of DT

MAIN DUTIES

Operational / Strategic Planning

- To develop and review syllabuses, resources, schemes of work, feedback practices, assessment and teaching and learning strategies in the department.
- To oversee day-to-day management and operation of curriculum provision within the department, including effective deployment of staff and physical resources.
- To actively monitor and follow up student progress.
- To implement School Policies and Procedures e.g. Equal Opportunities, Health and Safety.
- To work with colleagues to formulate aims, objectives and strategic plans for the department which have coherence and relevance to the needs of students and to the aims, objectives and strategic plans of the school.
- To ensure that policies and practices throughout the Department are in line with trust and national requirements and are updated where necessary.

Curriculum

- To ensure the delivery of an appropriate, comprehensive, high quality and cost effective curriculum programme which complements the school's vision and aims.
- To be accountable for the development and delivery of the Department's curriculum.
- To keep up to date with and respond to national developments in the subject area including teaching practice and methodology.
- To undertake an appropriate programme of teaching.

Staff Development

- To work with Senior Leaders to ensure that staff development needs are identified and that appropriate programmes are designed to meet such needs.
- To undertake Performance Management Review(s) and to act as reviewer for a group of staff within the department.
- To promote team work and to motivate staff to ensure working relations.
- To be responsible for the day to day management of staff within the department and act as a positive role model.

Quality Assurance

- To establish the process of the setting of targets within the department and to work towards their achievement.
- To establish common standards of practice within the department and develop the effectiveness of teaching and learning strategies.
- To identify and implement change and improvement where required.
- To ensure that the Department's quality procedures meet the requirements of the school's vision and aims.
- To produce an annual examinations analysis and department review as part of the school's accountability and evaluation cycle.

Management Information

- To ensure the maintenance of accurate and up to date information concerning the department.
- To analyse and evaluate performance data provided and take appropriate action in response.

Communications:

- To ensure that all member of the department are familiar with departmental aims and objectives within the framework of the school's vision and aims.
- To ensure effective communication/consultation as appropriate with the parents of students.
- To liaise with partner schools, higher education, industry, examination boards, awarding bodies and other relevant external bodies.
- To represent the department's views and interests.
- To lead the development of effective subject links with partner schools and the community, attendance where necessary at liaison events in partner schools and the effective promotion of subjects at Open Days/Evenings and other events.

Management of Resources:

- To manage the available resources of staff, finance, space and equipment efficiently within the limits, guidelines and procedures laid down; including managing the department budget.
- To work with the designated member of SLT in order to ensure that the Department's teaching commitments are effectively and efficiently time-tabled and roomed.

Pastoral System:

- To be familiar with the School's Child Protection Policy and to report concerns to the designated Child Protection Officer.
- To ensure the Behaviour Management System is implemented in the department so that effective learning can take place.
- To monitor students' progress and performance, with the class teacher, in relation to targets set for each individual; ensuring that follow-up procedures are adhered to and that appropriate action is taken where necessary.
- To act as a Form Tutor and to carry out the duties associated with that role as outlined in the generic job description.
- To contribute to PSHE, citizenship, enterprise and other cross-curricular developments according to school policy.

Other Specific Duties:

- To play a full part in the life of the school community, to support its distinctive mission, ethos and policies and to encourage and ensure staff and students to follow this example.
- To engage in the performance review process and continuous professional development.

Whilst every effort has been made to explain the main duties and responsibilities of the post, the list of tasks is not exhaustive. Employees will be expected to comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this job description.

The school will endeavour to make any necessary reasonable adjustments to the job and the working environment to enable access to employment opportunities for disabled applicants.

Person Specification

Area	Essential	Desirable
Education and Qualifications	<ul style="list-style-type: none"> • Good degree and teaching qualification • Qualified teacher status • Evidence of professional development relevant to the role 	
Experience and skills	<ul style="list-style-type: none"> • Experience as a classroom teacher in a secondary setting • An excellent classroom practitioner • Understands how and believes they can improve student outcomes • Excellent understanding of assessment processes and how to use these to support planning and raise student achievement • Experience of working with other teachers and supporting professionals to extend their understanding of educational issues • Ability to lead own professional development 	<ul style="list-style-type: none"> • Ability to offer another subject • Ability to lead an extra-curricular activity
Knowledge and skills	<ul style="list-style-type: none"> • Knowledge of current curriculum development in their subject • Knowledge of a wide range of pedagogic approaches to cater for different learning styles and ensure that all students are engaged • Sound understanding of personalising the educational experience for students • To be able to effectively interpret, analyse and use data • Excellent interpersonal and communication skills (including written, oral and presentation) • Excellent organisational skills • Preparedness to challenge under performance 	<ul style="list-style-type: none"> • Coaching and mentoring skills
Special aptitudes	<ul style="list-style-type: none"> • Strong written communication • Effective behaviour management • Reliability and integrity • Capacity to work hard, under pressure, to meet deadlines • A good record of attendance during the last two years • Adaptable and amenable with respect to working practices • Possesses a Growth Mind-set 	

Career with Endeavour MAT - What We Can offer You

As well as offering a competitive salary: a supportive working environment; modern facilities; allocated parking space; use of school gym and a collegial staff team, we can also offer you the opportunity to advance your career with us.

You will be joining an Academy Trust already established in developing practitioners, and nurturing excellent future leaders, with unrivalled opportunities for progression; whatever your aspirations are as a senior leader.

A significant reward of working within our Trust schools is that you will have the opportunity to work with some of the most talented, engaged and motivated students and staff in the country. Our common values of respect, integrity, determination, equality of opportunity and self-management instil in our students a strong work ethic and our supportive culture provides what many of our existing staff describe as a 'family feel' within our MAT.

As well as offering you a competitive salary and access to a generous pension scheme, there are also many additional benefits of working within one of our Trust schools, some of which are summarised below:

- A supportive and collegiate staffing team
- A strategic programme of personalised CPD is offered, to help you plan your future career
- As a Trust with both selective and non-selective schools, staff secondment opportunities are available
- Access to a range of career enhancing qualifications including National Professional Qualifications (NPQML, NPQSL, NPQH and NPQEL), as well as industry specific qualifications e.g. AAT; BIFM and Masters degrees
- Staff social events
- Staff enrichment opportunities e.g. Art classes, Book Club and Sporting activities
- Opportunities to participate in a varied programme of school trips, including visits to Thailand, Spain, Winter Sports in the USA etc.
- A policy of promoting from within (where possible).
- Access to coaching and mentoring and an assortment of intra school and Trust to Trust collaborative opportunities

Application Process

The closing date for applications is Friday 21st April with interviews due to be held during w/c 24th April 2023 however, applications will be processed as they arrive and an earlier interview time may be made beforehand.

Please submit your application via the Vacancies page on the Wilmington Grammar School for Boys website: www.wgsb.co.uk

Applications should include a supporting statement explaining how you meet the person specification and why you consider yourself to be an ideal candidate for this post.

We would encourage you to visit our school prior to an application. Please contact Emma Edwards eedwards@wgsb.co.uk to make the arrangements.

Please note we will assess applications as they arrive and reserve the right to close the application process early.