



Ladybridge High School

Assistant Director of Standards in Design and Technology



Job Description

Strategic intent: Deep leadership for deep learning, deep experience and deep support through quality relationships

This post carries significant responsibility carrying a TLR of 2B.

In line with the School's Engagement and Leadership Plan, Improvement Plan, the Assistant Director of Standards will assume specific responsibility for developing and sustaining Resistant Materials, Graphics and Product Design Curriculum including CAD/CAM and developing a strong Design & Technology area in our school.

The Assistant Director of Standards is expected to work in close partnership with the Director of Standards and is expected to deputise for the Director in the event of her absence.

Leading Learning and Teaching/Curriculum Development

- Lead the department in the planning, delivery and review of Schemes of Learning in line with the school's Framework for Learning Teaching in order to power up learning through personalisation
- Actively promote a range of teaching and learning strategies in the context of the Secondary Strategy and the Specialist Schools and Academies Trust for deep learning. Such strategies will include Assessment for Learning, Metacognition, student voice, Personal, Learning and Thinking skills and Co-operative learning.
- Develop the sports specialism themes and dimensions relating to Design and Technology in innovative ways
- Analyse and interpret data forensically to modify planning and to boost performance for all groups of learners and, from this, set up effective intervention strategies in Design and Technology
- Support and contribute to whole school and cross curricular initiatives.
- Support the Director of Standards in the writing of departmental policies, documentation and evaluation of performance relating to Design and Technology.
- Ensure that practices in the Design and Technology area are safe and adhere fully to all health and safety guidelines
- Advise the Director of Standards on appropriate purchase of and/or development of further resources and texts and manage the effective use of resources

- To contribute to the teaching of Enterprise Education and be fully involved in Enterprise Programmes

Developing Colleagues and working with others

- Develop effective communication strategies across the Design & Technology Team
- Be a beacon of outstanding teaching
- Assume the role of line manager, sharing responsibility with Director of Standards for the Performance Management of colleagues within the department, including NQT induction and ITT training
- Lead and contribute to department or whole school inset as required
- Promote the sharing of good practice
- Support and advise colleagues in lesson planning and classroom management

Monitoring and Departmental Review

- Support the Director of Standards in all aspects of departmental monitoring in line with the Quality Assurance Framework, focusing specifically upon:
 - ✓ Lesson observation
 - ✓ Scrutiny of Students' work
 - ✓ Analysis of data
 - ✓ Student voice activities
 - ✓ Short, medium and long term planning
 - ✓ Management of behaviour for learning
 - ✓ Contribution to the departmental SEF

Enhancing Student Performance

- Lead the department in the effective use of relevant data to inform teaching and learning strategies, lesson planning and target setting.
- Assist in the administration and monitoring of grouping arrangements
- Lead the department in the regular standardisation of common assignments and monitor consistency in the awarding of N.C levels.
- Develop exemplar folders of KS3 and KS4 students' work to illustrate departmental practice
- Co-ordinate module assessments, teacher assessments and develop improvement strategies
- Support the department in the celebration of achievement and monitor the use of stamps, stickers, merits etc.
- Continue to develop a positive learning culture with students

The Learning Environment

- Actively promote KS3 and KS4 displays in classrooms and corridors, leading by example. Such displays will include examples of Personalised Learning, Assessment for Learning, Student Voice, Metacognition, the Personal Learning and Thinking Skills and Co-operative learning.
- Take a lead on the development of ICT , working closely with the school's Director of Standards for ICT and New Technologies

The School and its Community

- Lead on the development of cutting edge transition projects in order to accelerate performance of all new entrants
- Contribute to the provision of after school Design and Technology clubs and other extra-curricular activities/events/visits/trips etc.
- Organise liaison with Primary Schools and co-ordinate preparations for Primary Liaison Day and Open Evening