



Abbey Gate College

| Job Description & Person Specification | |
|--|---|
| Role | Head of Design & Technology |
| Age-Range | 11-18 |
| Contract | Part-time (0.8 FTE), permanent |
| Start Date | September 2024 |
| Salary | £27,102 - £40,322 for 0.8 FTE (based on a full-time salary of £33,102 - £49,627, including responsibility allowance). Salary is determined based on the experience and qualifications of the successful candidate. |

Introduction from the Head:



Our wonderful Senior School and Sixth Form are enviably located in the historic Saughton Grange buildings, with stunning views across beautiful countryside towards the Welsh mountains and the Cheshire sandstone ridge; and our dedicated Infant and Junior School is just down the road in the charming and picturesque village of Aldford.

Our College is a unique, inspiring, and memorable place to learn and grow, where our caring and committed teaching and support staff do all that they can to help our students to be the best that they can be.

We are a safe and friendly school community, where we look out for each other and where we work with each child's individual interests, passions, and strengths; while also encouraging them to try new things, take risks, and be creative.

Our Mission:

We are committed, within our safe and caring community, that each one of our students will become the best that they can be and have the self-belief to go forward into this changeable world with courage and with compassion.

Our Aims:

We pursue our whole College mission, guided by three defining and aspirational aims:



SELF

Each pupil cares for their mental and physical wellbeing; learns and achieves to their individual potential; and is content, comfortable and confident to be who they are in our diverse and inclusive College.



SERVICE

Each pupil makes a positive difference to the lives of others in our College, as well as in our local and in wider, global communities.



SUSTAINABILITY

Each pupil contributes towards preserving and protecting the planet we all inherit and share, and has the opportunity to be creative and innovative; to help further humanity's progress in the future.

Thank you for taking the time to find out more about us. If you feel that you could bring the right balance of care, commitment, expertise, and enthusiasm to the Head of Design and Technology, we would welcome your application.

A handwritten signature in black ink, appearing to read 'C Jenkinson'.

Craig Jenkinson, MA (Oxon), PGCE, MInstLM, MCCT

The Post:

We are seeking a caring, committed, and well-qualified Head of Design and Technology to join our dedicated and experienced staff, on a part-time (0.8 FTE), permanent basis. The role would commence in September 2024.

The successful candidate will be a highly effective practitioner, with a passion for Design and Technology and a proven track record of leading strong pupil engagement and progress in the subject. We welcome applications from current and aspiring heads of departments / middle-leaders.

The successful candidate will teach across the year groups in the Senior School.

The Design & Technology Department:

The Design & Technology Department consists of three members of staff: the Head of Department, a part-time member of staff (0.3 FTE), and a Design & Technology Technician, who works exclusively within Design & Technology.

The department works closely as a team, sharing resources and supporting each other, to ensure that all our students are appropriately challenged.

The Design & Technology Department runs a variety of co-curricular activities across the year, including: Y7-13 Young Engineers, Scalextric Club and Academic Support Sessions.

Our academic results are strong and above national average.

Curriculum Arrangements:

Year 7 and Year 8 students have one 50-minute lesson per week. In Year 9, students can choose Design & Technology, and have two lessons per week. In Years 10 to 11, students have three lessons per week, following the AQA specification for GCSE.

In the Sixth Form, students follow the AQA Product Design course, with five 50-minute lessons per week in Year 12, and six lessons per week in Year 13. The classes sizes are typically small, allowing for strong support and a personalised learning approach for every student.

Key Responsibilities

- To act as the lead professional for the Design & Technology Department, maintaining high standards of teaching and learning, and professional expectations;
- to teach consistently high-quality lessons, acting as a role model for colleagues;
- to lead, motivate, support, develop, and challenge, when necessary, colleagues within the Design & Technology Department to ensure best possible outcomes for our pupils;

- to ensure curriculum planning and schemes of work meet the varying needs of our pupils and include a range of teaching and learning methods, including the use of ICT;
- to evaluate work undertaken by teams and individuals ensuring that there is clear delegation of tasks and devolution of responsibilities;
- to ensure strategic planning and day-to-day working practices support the mission, aims, ethos and standards of Abbey Gate College;
- to liaise with the Exams Officer and relevant colleagues to ensure pupils are entered appropriately for examinations;
- to ensure that data and assessment are used to promote high quality learning and inform interventions; and
- to liaise closely with middle and senior management, including heads of year and form tutors, regarding attainment, behaviour and attendance.

Person Specification:

| | Essential | Desirable |
|--|---|--|
| Qualifications | <ul style="list-style-type: none"> • Qualified Teacher Status. • Degree or equivalent. | |
| Experience / Knowledge | <ul style="list-style-type: none"> • Successful track record of teaching Design & Technology across all years in an 11-18 school. • Ability to teach A Level. • Proven experience of motivating and supporting colleagues. • Experience of working at a strategic level, including curriculum development and using data to drive improvement / interventions. | <ul style="list-style-type: none"> • Previous experience as a head of department / middle-management role. • Experience of working on a whole-school initiative. |
| Personal Skills & Qualities | <ul style="list-style-type: none"> • Ability to lead a team and work as part of a team. • Caring, supportive, enthusiastic, innovative and creative, acting as a role model to colleagues and pupils. • Outstanding professional and personal qualities and the ability to remain calm under pressure. • Excellent interpersonal and communication skills. • Evidence of, and commitment to, continuous professional development. • Passionate about Design & Technology, with the ability to inspire young people. • Excellent lesson planning and differentiation skills, being willing and able to adapt their teaching to suit the needs of our pupils. • Commitment to raising standards and continuously monitoring pupil progress. • Proficient in the use of ICT in the classroom, and confident in using new technologies to share and promote good practice. | |

Salary & Package:

£27,102 - £40,322 for 0.8 FTE (based on a full-time salary of £33,102 - £49,627, including responsibility allowance).

Salary is determined based on the experience and qualifications of the successful candidate.

Abbey Gate College has a pay scale, comparable to and competitive with the national pay scale for teachers.

Teaching colleagues at Abbey Gate College benefit from a generous non-contact period allowance, small class sizes, daily lunches, discounts for staff children, as well as professional wellbeing support.

Safeguarding & Child Protection:

Abbey Gate College is committed, as a priority, to safeguarding and promoting the welfare of children, and expects all staff and volunteers to share this commitment.

Applicants will, therefore, be subject to stringent vetting and induction processes, including an enhanced DBS disclosure and online checks. **References for shortlisted candidates will be requested prior to interview;** please inform your referees.

Whilst criminal convictions are not necessarily a bar to appointment, this safety consideration will be central to all decisions regarding the employment of staff, approval of volunteers, and standards of external contractors.

Equality, Diversity & Inclusion:

We are committed to equality of opportunity for all staff and to treating all staff with dignity and respect. Therefore, applications from individuals are encouraged, regardless of age, disability, sex, gender reassignment, sexual orientation, pregnancy and maternity, race, religion or belief, and marriage and civil partnerships.

Process for Applications:

- Closing date for applications: **Monday 13th May 2024 at 9.30am**

Please note that shortlisted candidates will be contacted by email and phone.

In order to apply for our Head of Design & Technology vacancy, please either complete the TES online application form, or our Abbey Gate College application form (available at <https://www.abbeygatecollege.co.uk/about-us/vacancies/>).

Please also include a covering letter, which should be addressed to our Head, Mr Craig Jenkinson, outlining your interest in, and suitability for, the role and the College.

Your completed application form and covering letter should be returned via the TES website, or via email to Mrs Sue Moran, HR and Staff Wellbeing Manager, at: sue.moran@abbeygatecollege.co.uk by the above closing date.

Should you require any additional information or assistance regarding your application, please also contact Sue Moran. Please visit our website at www.abbeygatecollege.co.uk for more information about the College.