

Role Profile: Subject Leader for Food and Nutrition

Purpose

To work collaboratively with the Head of Art and Design Technology (ADT) to lead and promote the teaching of Food and Nutrition. The duties outlined in this job description are in addition to those covered by the latest Teachers' Pay and Conditions document. It may be modified by the Headmaster, with your agreement, to reflect or anticipate changes in the job, commensurate with the salary and job

Key Accountabilities

General Information

Downsend is an established, academic school which is dynamic and contemporary. We provide each child with a broad education, through experiencing a vibrant school life that extends beyond the classroom leading to outstanding academic development. We encourage our pupils to become well-rounded individuals in a modern society. Staff and children enjoy excellent relationships and pastoral care is of paramount importance.

In Summer 2023, our first Year 11 cohort will sit their GCSE exams. This post therefore offers the suitable candidate a fantastic opportunity to assist in managing the final phase of the transition towards a 'through school' model. The post holder will have high expectations of pupil behaviour and achievement and will be vital in creating an environment which will allow pupils to be sufficiently well prepared for GCSE exams. Food Technology is a popular subject taught throughout the school and will be offered as a GCSE option for the first time from September 2022.

Relationships

The post holder is responsible to the Headmaster in all matters and works closely with the Head of ADT and other members of the department. The post holder also interacts on a professional level with other colleagues and seeks to establish and maintain productive relationships with them in order to promote mutual understanding of the school structure, with the aim of improving the quality of life within the School. It is of paramount importance that we appoint the right person to join a successful and ambitious school. The salary will be commensurate with the experience and qualifications of the applicant.

Leadership and Management

- Plan and deliver a stimulating and relevant Food Technology curriculum, ensuring the highest standards of teaching and learning from Years 2-11, contributing to and promoting shared planning with the department.
- Establishing a clear ethos, positive atmosphere and attractive environment
- Ensure that all pupils are appropriately challenged, make strong progress and are enthused and inspired by their Food Technology lessons

- Plan and provide a stimulating, invigorating and motivating learning environment, ensuring that learning resources are well organised and accessible to staff and pupils, as well as embracing pupils' work
- Be aware of new developments and advances in the direction of Food Technology teaching and take an active interest in professional development, leading subject-specific staff training sessions where appropriate
- Ensure that appropriate resources are in place when preparing pupils for external examinations
- Ensure that enrichment opportunities are planned for and delivered, in conjunction with the Head of ADT
- Act as Performance Manager for other members of the department, as required

Standards and Quality Assurance

- Support the aims and ethos of the school
- Contribute to the annual faculty development plan, to mirror the annual SIP
- Set an outstanding example in terms of dress, punctuality and attendance
- Attend and participate in Open Days and whole-school events and exhibitions
- Uphold the school's behaviour code and uniform regulations
- Support other teachers of Food Technology, particularly non-specialists, in providing academic guidance
- Remain up to date in current pastoral development and professional practice
- Attend, as directed, meetings, development sessions and INSETs

Teaching and Learning

- Carry out teaching duties in Food Technology across Key Stages 2, 3 and 4 and preferably one other subject within the ADT faculty
- Work with the G and T Coordinators to provide pupils with opportunities for extension and enrichment, and for scholarship preparation
- Contribute widely to the extra-curricular life of the School - full-time staff are expected to offer a minimum of 1 hour a week to the Clubs Programme and be prepared to accompany a minimum of one residential trip (up to one-week long) per year (pro-rata for part-time staff)

Assessing and Reporting

- Use IT to assist reporting and administration
- Maintain detailed records of pupils, liaising closely with the SENCO and other colleagues involved in the tracking and monitoring of pupils
- Write reports and advise at Parents' Evenings and communicate effectively with parents about their child's progress
- Work within the Code of Practice relating to Special Educational Needs

Health and Safety

The post holder is responsible for the safety of all pupils and must ensure that:

- The resources are maintained in a safe condition for the pupils and School staff
- Staff carry out operations in accordance with School policy and departmental codes of safe working practice
- All accidents are reported to the BM via the Accident Report Form procedure
- The Headmaster and Business Manager are kept informed of any concerns regarding Health and Safety and safe working practices

Safeguarding Responsibilities

- To comply with safeguarding policies, procedures and code of conduct
- To demonstrate a personal commitment to safeguarding and student/colleague wellbeing
- To ensure that any safeguarding concerns or incidents are reported appropriately in line with policy
- To engage in safeguarding training when required

Person Specification

	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> • A good Honours graduate Qualified Teacher Status 	Postgraduate degree in relevant subject area
Skills	<ul style="list-style-type: none"> • An outstanding and dynamic teacher with strong leadership skills and a proven track record of success at GCSE level • Very high expectations of pupils' attainment, progress and behaviour • An enthusiastic commitment to the importance of co-curricular activities in providing an outstanding education • Calmness and efficiency and the ability to work under great pressure at certain times • A cheerful and well-presented person, capable of inspiring confidence in colleagues, pupils and parents, and an effective public speaker • Excellent communication skills (oral, written and use of ICT) <p>Outstanding organisational and administrative skills</p>	<ul style="list-style-type: none"> • Ability to also teach Art, DT, Graphics or Textiles. • A keen and self-motivated practitioner, who wishes to be a committed team member in a successful section of the School • An exceptional, dynamic and committed leader who will inspire high levels of confidence in colleagues, pupils and parents
Experience	<ul style="list-style-type: none"> • Understanding of the nature of independent education and high expectations • Eager to learn and attend INSET as necessary • Aware of Health and Safety issues <p>Prepared to commit to the School's all-round ethos</p>	
Other	Willingness to work hard, with energy and enthusiasm, avoiding the Monday-Friday, 9-5 approach	

Key Stakeholders:

Internal – Pupils, Parents, Staff, Cognita SSC

External - Prospective families, feeder and Senior schools, local community

The Key Accountabilities listed above are not exhaustive and may be varied from time to time as dictated by the changing needs of Cognita. In this case, any significant changes or variations will be consulted with the post holder before undertaking these responsibilities.

To be signed and dated by employee:

Signed:

Name (print):

Date: