



# Moseley School and Sixth Form

Head of Department Design, Technology & Engineering – 12-month fixed term  
contract to cover Maternity leave



Succeeding together

Dear Colleague,

I am delighted to advertise the role of Head of Department Design, Technology & Engineering to cover a 12-month fixed term contract to cover Maternity leave for the current post holder.

The ideal candidate will already possess the knowledge and experience to make this role successful and be able to provide the best support for our students.

The department delivers Design, Technology and Engineering to KS3 and KS4. At KS3 students have 2 lessons a fortnight. At KS4 we have 5 groups opting for either OCR Engineering Manufacture, OCR Engineering Design or Hospitality and Catering.

The role is vital to us being able to continue our journey to excellence as a school. We are looking for an outstanding individual to continue the work we have already put in place to develop our RAISE values – Resilience, Ambition, Independence, Supportive and Effective communication. These are the foundations upon which our school vision is built, to enable our staff and students to the best future possible.

Our ideal candidate will strive to make a significant difference to the life chances of our students. You will have an important role in building on the good standards already achieved at the school. We are very proud of the achievements our students make academically and in many other aspects of their lives, whether that be through participation in sports clubs, the Duke of Edinburgh Award, Young Enterprise, The TAP Project, or their passion for fund raising and supporting our local community.

We aspire to provide the very best educational opportunities and outcomes for all our students; Ofsted recognised that we continue to be a good school when they inspected in September 2021.

We welcome visitors to the school. Please contact [recruitment@moseley.bham.sch.uk](mailto:recruitment@moseley.bham.sch.uk) if you have any questions about the role or school and would like to arrange a visit.

**Your application must be received by 8.00am on Thursday 15th January 2026**

**Please note this advert may close when sufficient applications are received**

**Interviews will be held on Thursday 22nd January 2026**

Best wishes,



**Andrew Bate**  
**Head Teacher**

## Post Information

**Post Title:** Head of Department Design, Technology & Engineering

**Salary/Grade:** MPS/UPR with TLR 2b (financial value £6,069)

**Contract Type:** Full time

**Contract Term:** 12 Months fixed term Maternity Cover

**Contract Start Date:** ASAP

We are looking to recruit for the role of Head of Department Design, Technology & Engineering to cover a 12-month fixed term contract to cover Maternity leave for the current post holder.

We are looking for a dynamic, passionate Head of Department to develop and lead our increasingly popular Design, Technology and Engineering provision. The department is made up of four teachers and two full time technicians. We have an extensive and well-resourced specialist faculty with a full workshop including 2 laser cutters, 2 centre lathes, 3 3D printers and a CNC miller and a CNC router. We are currently in the process of setting up a second workshop due to demand.

The department delivers Design, Technology and Engineering to KS3 and KS4. At KS3 students have 2 lessons a fortnight. At KS4 we have 5 groups opting for either OCR Engineering Manufacture, OCR Engineering Design or Hospitality and Catering.

Every classroom has new smart screen boards and visualisers, and they form a key part of our teaching and learning strategy. We have an extensive whole school CPD program including weekly training for all staff to support department and whole school development.

### • **Our perfect candidate will:**

- Be a consistently good to outstanding practitioner
- Be committed to exceptional standards of teaching and learning
- Be able to motivate, challenge and inspire students and staff to achieve their best
- Be able to establish and develop outstanding relationships with students and staff
- Have a track record in securing good outcomes for students in Design, Technology and Engineering
- Lead the future development of Design, Technology and Engineering
- Contribute to our core vision and values

### **What we can offer you:**

We value our staff both as individuals and as professionals and are committed to their personal and professional development. We pride ourselves on being friendly and welcoming to everyone who visits and works with us.

We offer a wide range of programmes to enhance the employee experience and engagement, this includes:

- Employee voice through surveys and feedback sessions
- A 24-7 confidential employee assistance helpline
- An extensive CPD program to enable staff to achieve their career goals.
- Whole school termly celebrations
- Regular wellbeing resources and information, supporting National Awareness Campaigns

- Free flu vaccinations
- Free access to the school's onsite gym
- A designated car park space for each staff member
- Generous Pension Scheme
- Appraisal, leading to potential pay progression
- Cycle to Work Scheme
- Paid and unpaid leave to support life events.

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## Job description

**Post Title:** Head of Department Design, Technology & Engineering

**Salary/Grade:** MPS/UPR with TLR 2b (financial value £6,069)

**Contract Type:** Full time

**Contract Term:** 12 Months fixed term Maternity Cover

**Contract Start Date:** ASAP

**Working Time:** Full-time as specified within the current STPCD and to also work as a classroom teacher and form tutor.

**Core Purpose:** Provide professional leadership and management of Design, Technology and Engineering in order to secure high quality teaching and the effective use of resources and improved standards of learning and achievement for all students.

Ensure that students make positive progress against prior attainment, by ensuring that teaching is consistently of a high quality, progress is monitored, and appropriate measures are taken to address any areas of underachievement.

### Responsibilities for all teachers:

- Meet the relevant Teachers' Standards
- Promote the values and aims of the school
- Follow all relevant school policies
- To be aware of, and assume the appropriate level of responsibility for, safeguarding and promoting the welfare of children and to report any concerns in accordance with the school's safeguarding policies
- Create and maintain effective partnerships with parents and carers
- Treat students, parents and colleagues fairly, equitably and with dignity and respect
- To comply with the school's Health & Safety policy and statutory requirements
- Plan lessons and sequences of lessons, ensuring lessons have pace and variety, that learning is personalised to meet individual learning
- Ensure that teaching reflects the diversity of backgrounds of students and promotes mutual respect
- Contribute to regular curriculum review to help maintain a relevant, stimulating and innovative curriculum provision
- Take responsibility for personal continuous professional development to ensure that knowledge and skills are kept up to date with respect to subject(s), pedagogy and curriculum developments plus wider school, local and national issues
- Assess progress of students in line with policy to ensure regular feedback and encouragement is given to students to take responsibility for their own learning
- Instigate measures to address the causes of identified underperformance and monitor the effectiveness of those measures
- Submit assessments to the school database, and complete students' reports for parents' consultation deadlines in school calendar, ensuring they provide an accurate record of the progress of each individual and meeting high quality standards

- Complete registers to monitor attendance and punctuality and take action to address any issues
- Utilise appropriate behaviour management strategies in lessons in line with school policy
- Lead quality assurance within the department to monitor delivery of learning outcomes and quality of teaching and implement measures to address any improvement issues identified.
- Participate in the appraisal process, identifying personal professional development priorities which will impact on students' learning

**Specific responsibilities of this role:**

- To be an inspirational role model for staff and students
- To develop an ethos of scholarship and success for students and staff within the subject
- To raise the achievement of students within the subject
- To provide a rich and varied Design, Technology and Engineering curriculum to excite and inspire students
- To meet the requirements of the Food Science curriculum at KS3
- Ensure that each student's literacy, EAL and special needs are understood and catered for in the subject areas
- Ensure that each student makes good progress from their relative starting points
- To develop the quality of teaching and learning and contribute to in-house professional development
- To assist the Headteacher in arrangements for the appraisal of the performance of teachers and support staff
- To monitor and evaluate classroom practice, student progress and behaviour
- In collaboration with faculty colleagues formulate a faculty improvement plan.
- Have responsibility for the quality, standardisation and moderation of all aspects of assessment for the subject across all key stages to ensure exacting standards and accurate tracking of student progress.
- Monitor the quality of teaching and assessment of Design, Technology and Engineering subjects
- Provide support to the head of faculty for staffing / cover arrangement on a day to day basis.
- Develop innovative approaches to the curriculum in order to ensure appropriate access and achievement for all students
- Inform and work closely with parents to maximise the learning and development of their children through scheduled meetings, progress reports, parents' evenings and otherwise as required
- Liaise with other schools as necessary to ensure continuity of learning and to achieve the benefits of co-operation and collaboration

**Responsibilities of form tutors:**

- Provide support to a form group within our Year system including the planning, preparation and delivery of tutor sessions
  - Promote positive attitudes to learning through learning conversations with students and families
  - Establish a learning culture for students with high expectations for attendance, punctuality, conduct and performance
  - Monitor students' progress in terms of personal development and instigate measures to address any identified concerns
  - Instigate measures to address the causes of identified underperformance and monitor the effectiveness of those measures
  - Complete registers to monitor attendance and punctuality and take action to address any issues
- Utilise appropriate behaviour management strategies in lessons in line with school policy

While every effort has been made to explain the main duties and responsibilities of the post, each individual task is not identified. Employees will be expected to comply with all reasonable requests from the Headteacher to undertake work of a similar level that is not specified in their job description.

Moseley School and Sixth Form is an equal opportunity employer and is committed to the safeguarding and to promoting the welfare of children and young people and expects all staff to share this commitment. An Enhanced DBS check is required for the successful applicant.

This post is covered by Part 7 of the Immigration Act (2016) and therefore the ability to speak fluent and spoken English is an essential requirement for this role.

An online search will be carried out as part of due diligence on all short-listed candidates.

References will be used to support the selection panel's assessment. Any relevant issues arising from references will be raised during the interview process.

## **Person Specification**

### **Post Title: Head of Department Design, Technology & Engineering**

Methods of Assessment: <b>Application, Interview, Task/Test &amp; Certificates</b>	<b>Essential E/ Desirable D</b>	<b>Method of assessment</b>
<b>Qualifications &amp; Experience</b>		
<ul style="list-style-type: none"> <li>• Qualified to degree level in a Technology subject (Design, Engineering or Technology) and QTS</li> </ul>	E	A/C
<ul style="list-style-type: none"> <li>• Evidence of further professional development</li> </ul>	E	A/C/I
<ul style="list-style-type: none"> <li>• Proven track record of raising achievement at KS4 and KS5</li> </ul>	D	A
<ul style="list-style-type: none"> <li>• Proven track record of improving attitudes to learning</li> </ul>	E	A/I
<ul style="list-style-type: none"> <li>• Experience of teaching A-Levels and/ Applied Qualifications at KS5</li> </ul>	E	A/I
<ul style="list-style-type: none"> <li>• Proven track record of improving the practice of other teachers</li> </ul>	D	A/I
<ul style="list-style-type: none"> <li>• Proven track record of leadership that delivers improved outcomes for students</li> </ul>	D	A/I
<b>Skills and Abilities</b>		
<ul style="list-style-type: none"> <li>• An excellent classroom practitioner</li> </ul>	E	I/T
<ul style="list-style-type: none"> <li>• An excellent knowledge of A-Level and Applied A-Level subject curriculums and their assessment models</li> </ul>	D	A/I
<ul style="list-style-type: none"> <li>• An excellent understanding of classroom management</li> </ul>	E	A/I/T
<ul style="list-style-type: none"> <li>• Evidence of achieving good or better progress for students</li> </ul>	E	A/I
<ul style="list-style-type: none"> <li>• Ability to inspire and motivate students</li> </ul>	E	A/I
<ul style="list-style-type: none"> <li>• Ability to lead, think strategically and work collaboratively</li> </ul>	E	A/I
<ul style="list-style-type: none"> <li>• Ability to make decisions and hold others to account</li> </ul>	E	A/I
<ul style="list-style-type: none"> <li>• Excellent interpersonal and organisational skills</li> </ul>	E	A/I
<ul style="list-style-type: none"> <li>• Ability to use ICT effectively for teaching and management</li> </ul>	E	A/I
<ul style="list-style-type: none"> <li>• Ability to analyse and interpret data effectively and make informed judgements</li> </ul>	E	A/I
<b>Other Attributes</b>		
<ul style="list-style-type: none"> <li>• Evidence of ability to work as a team member</li> </ul>	E	A/I
<ul style="list-style-type: none"> <li>• Commitment to multi-cultural education, equal opportunities and equal values for all</li> </ul>	E	A/I
<ul style="list-style-type: none"> <li>• Evidence of actively developing/improving practice through implementing suggestions/feedback received</li> </ul>	E	A/I
<ul style="list-style-type: none"> <li>• Demonstrate suitability to work with children, including: motivation, ability to maintain appropriate relationships with children, emotional resilience to challenging behaviour and attitude to the use of authority and maintenance of discipline</li> </ul>	E	A/I
<ul style="list-style-type: none"> <li>• Evidence of contributing to the wider life of a school through extra-curricular activities</li> </ul>	D	A/I
<ul style="list-style-type: none"> <li>• The ability to converse at ease with parents, pupils and members of the public and provide advice in accurate spoken English</li> </ul>	E	A/I
<ul style="list-style-type: none"> <li>• Ability to inspire people and build confidence and trust</li> </ul>	E	A/I
<ul style="list-style-type: none"> <li>• Significant evidence of continued professional development and integrity</li> </ul>	E	A/I





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