

Job Title	Head of Digital Communication (Business, IT and Digital Literacy)
Salary:	MPS/UPS Plus TLR 1A (IT, Business and whole school digital literacy)
Location:	Yardley Wood, Birmingham
Start:	Permanent - Full time from September 2026

Job Description:

Responsible to the Deputy Headteacher of Curriculum

Birmingham Diocesan Multi-Academy Trust is committed to safeguarding and promoting the welfare of children and young people and requires all staff to share this commitment. This post is subject to safer recruitment measures, including a DBS check.

Core Purpose:

The Head of Digital Communication will support the development and manage the effective delivery of an outstanding Faculty which includes Business, IT and Digital Literacy, which enables the highest level of student progress and attainment. We are looking to develop an innovative curriculum from Year 7 to 11 and work closely with the Headteacher to develop a Post 16 offer in preparation for the Opening of our Sixth Form Provision.

They will play an integral role in our professional community and promote outstanding teaching and learning and a strong school culture within a nurturing and rigorous environment. The Head of Digital Communication will also take a lead role in digital literacy for both staff and students ensuring our school community is developing the skills needed for a changing world including Artificial Intelligence, Digital Communication and Enterprise.

Responsibilities:

- Creating a culture of constant improvement and being an inspirational teacher, committed to the highest achievement for all in all areas of the IT, Business Studies and Creative IMedia

- Creating a positive culture of support and high expectations, to achieve the IT, Business Studies and department's development plan, raise standards and improve the quality of teaching.
- Plan and deliver training for staff on the use of technology to support planning and teaching
- Have oversight of digital literacy across the school
- Supporting and promoting the school's Christian distinctiveness and encourage staff and students to follow this example.
- Supporting and promoting BDMAT's vision, values, aims and goals.
- Promoting, embedding, securing and monitor all agreed school and BDMAT policies.

Classroom leadership of the curriculum

- Ensuring that a high-quality educational experience is available for all students.
- Support the development of the curriculum for IT, Business and Creative IMedia to ensure that it is rich, relevant, and inspirational and contributes to outstanding educational and whole person outcomes.
- Ensuring that the IT and Business Curriculum provide a positive learning environment that promotes the highest achievement for all.
- Inspiring a passion for IT and Business in every member of the school community.
- Continuously develop in order to provide a model of outstanding practice to all IT, Business staff in teaching.
- Securing and sustaining effective teaching and learning throughout the by assisting in monitoring and evaluating the quality of teaching and standards of students' achievement, using benchmarks and setting targets for rapid improvement of all children including those in vulnerable groups.
- Support the implementation of creativity, innovation, and the use of appropriate new technologies to achieve excellence in IT and Business.
- Keeping abreast of educational developments and best management practice in IT and Business to introduce and disseminate appropriate innovation and contribute to joint practice development.

- Collaborate with other teachers and leaders across the school to create a variety of wider enrichment opportunities.

Strengthening Community

- Developing an inclusive and supportive approach so that the IT and Business is a place where all young people and the wider school community feel welcome.
- Promoting consistent implementation of behaviour policy and system of rewards and sanctions, characterised by orderly behaviour, caring and respectful relationships.
- Ensuring that all students make good progress including where there are barriers to learning, through clear, consistent, and excellent systems and provision for all, actively promoting inclusion.
- Acting as a positive role model to staff and students.
- Create and maintain an effective partnership with parents and carers to support and improve students' achievement and personal development.

School Ethos:

- To play a full part in the life of the Church school community, to support its distinctive mission and ethos and to encourage staff and students to follow this example.
- To promote actively the school's corporate policies.
- To comply with the school's Health and Safety policy and undertake risk assessments as appropriate.

Safeguarding children and Safer Recruitment



- Have due regard for safeguarding and promoting the welfare of children and young people and to follow all associated child protection and safeguarding policies as adopted by the school and BDMAT, in line with national requirements.
- Ensure that all academy policies and procedures are followed by all team members

Category	Essential	Desirable
1.Christian Ethos	To actively support and develop the school and Trust's Christian ethos	Experience of teaching in a secondary Church of England school
2.Qualifications	<p>Qualified Teacher Status</p> <p>Honours degree in Business Studies & Computing or related subject from a recognised university</p> <p>Evidence of committing to continuing personal development</p>	



<p>3. Professional Development</p>	<p>Demonstrable commitment to raising attainment of all pupils in a challenging classroom environment.</p> <p>Demonstrable commitment to raising attainment of all pupils in a challenging classroom environment.</p> <p>Experience of having implemented, imaginative and stimulating schemes of work and partaking in successful enrichment programmes.</p> <p>Experience of interpreting complex student data to drive lesson planning and student progress.</p> <p>Mastery of and enthusiasm for Business Studies/IT including an understanding of current curriculum and assessment requirements.</p> <p>Effective and systematic behaviour management.</p> <p>Knowledge of the national secondary education system, examination and curriculum.</p>	<p>Teaching experience across a variety of settings within academy / maintained sectors</p> <p>Experience of teaching a variety of qualifications at KS4</p> <p>Experience of improving the quality of teaching and learning through the development of progression plans, schemes of work and high quality resources</p> <p>Teaching experience at KS5</p> <p>Proven track record of the high quality teaching</p> <p>Experience of preparation for and administration of assessment</p>
<p>4. Professional Development</p>	<p>Ability to identify own learning needs.</p>	<p>Experience of working with other schools/organisations/agencies</p>