



**Head of Design Technology and Food  
at Melbourn Village College**  
**The CAM Academy Trust**  
**Candidate Information**



# WELCOME FROM THE CHIEF EXECUTIVE

Thank you for your interest in joining The CAM Academy Trust. It's a great time to join our team, as we enter a new phase of development and really look to the future.

I feel highly privileged to take on the role of Chief Executive at this time. I know that we will be able to build on the current success of The CAM Academy Trust so we can be a truly exceptional community of schools.



We are a values-driven community of schools – our six principles underpin all that we do – and we're committed to excellence. As a teacher myself, and someone who has benefited hugely from a great education, I absolutely believe in the transformational power of what we do in schools. This is particularly important for our most vulnerable young people, those who could become marginalised and not reach their potential due to their background or learning needs. It is up to us to make sure that doesn't happen.

Vibrant learning communities are built when pupils of all abilities and backgrounds thrive together, and a truly excellent education enables choice and agency for all children. This is at the heart of our comprehensive principle.

We want people on our team who are excited by the prospect of having a deep and lasting impact on the lives of young people. We want people who are honest, curious, intellectually rigorous and committed to the challenges and opportunities of innovation and collaboration. We also want people who are committed to contributing to the wider education system.

As Chief Executive, I am committed to raising standards for young people, in a sustainable way through a strong MAT operating model and an insistence on excellence whilst understanding that schools need to retain their unique identity so they can be at the heart of their communities. I also know that investing in all our people is critical to success. It is our leaders, teachers and school staff that make the difference for children every day.

Join our team and we will ensure that the six principles of The CAM Academy Trust remain at the heart of the Trust and deliver 'excellence for all', enabling all pupils and staff to thrive. If this excites you; we want to hear from you!

**Claire Heald**

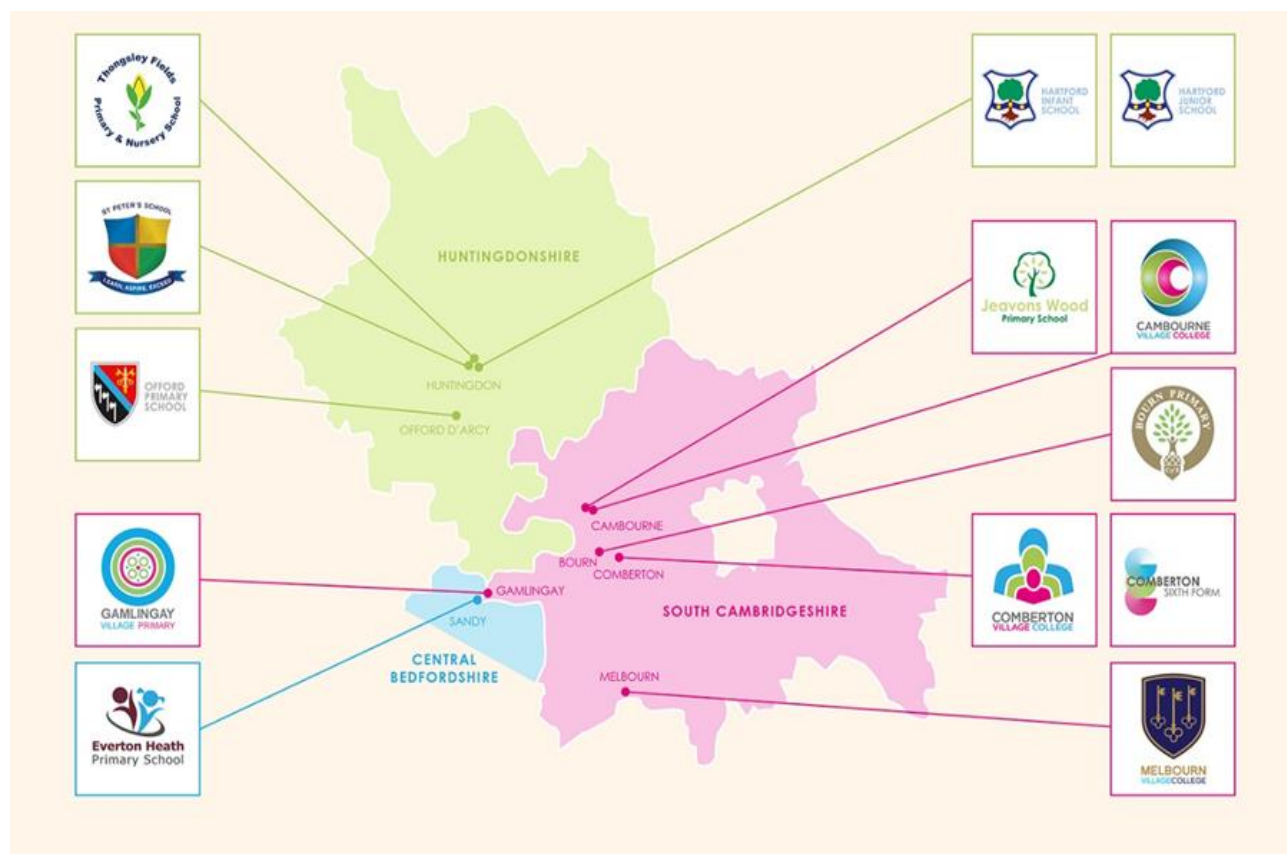
# ABOUT US

The CAM Academy Trust was formed in 2011. The Trust is currently made up of eight primary schools and four secondary schools, three of which have sixth forms.

Our primary schools are Everton Heath Primary School (just inside Bedfordshire), Gamlingay Village Primary, Jeavons Wood Primary School, Offord Primary School, Hartford Infant and Pre-School, Hartford Junior School, Harston and Newton Community Primary School and Thongsley Fields Primary and Nursery School. Bourn Primary Academy joined as the first Associate Member in 2021.

Our secondary schools are: Comberton Village College (and Sixth Form), Cambourne Village College (and Sixth Form), Melbourn Village College and St Peter's School (and Sixth Form), Huntingdon.

We are entering a period of potential growth for our family of schools.





# ABOUT US

*Continued*

## CTSN SCITT

The CAM Academy Trust strongly supports the training of new teachers to become qualified members of the teaching profession. It does this through its extensive and significant role as the accredited organisation of Cambridge Training Schools Network [CTSN] SCITT.

As a school-based provider of initial teacher training, CTSN SCITT is very much grounded in the life of its local schools and its tutors are experienced practising teachers drawn from, not only CAM Academy Trust schools, but also a wide network of schools across the region. There are over a 100 trainees training with the SCITT this academic year across its primary, secondary, part-time, full-time, salaried and non-salaried routes. It is notable that 47% of the secondary trainee teachers are in shortage subjects. Such is the strength of CTSN's reputation, over the last three years more than three-quarters of its trainees were subsequently employed in local schools.

## Maths Hub

The CAM Academy Trust is proud to be the base for the [Cambridge Maths Hub](#) which is promoting excellence in maths teaching across Cambridgeshire, including Peterborough, West Suffolk, King's Lynn and West Norfolk.

The Hub supports teachers to improve educational standards for students in our region from the youngest child in Early Years to Post-16 students.

The Cambridge Maths Hub offers free, high-quality Professional Development to Maths teachers across the Hub area.

## The Cabins

The [Cabins](#) work in close partnership with schools to provide autistic students with an opportunity to be educated in mainstream settings.

We set high expectations for students but provide significant support from highly skilled and caring staff whose dedicated support helps pupils to cope with the challenges that they face

All our cabins strive to ensure that every pupil attains the highest possible academic achievement and that they consistently experience innovative and inspiring teaching.



# VACANCY

## HEAD OF DESIGN TECHNOLOGY AND FOOD

**Salary:** MPS/UPS + TLR2 £3,527

**Contract:** Permanent. Full time.

**Start date:** 1<sup>st</sup> April 2026

Melbourn Village College is seeking a creative and ambitious leader to drive the development of an outstanding Design Technology and Food curriculum across our school community. We are looking for a leader with the vision and drive to secure excellent academic outcomes for all students, while also fostering engagement, enjoyment, and high-quality learning experiences in every aspect of the curriculum.

This is an exciting opportunity to take full advantage of our excellent facilities and lead a committed department that nurtures innovation, practical excellence, and creativity. You will join a supportive and forward-thinking leadership team dedicated to ensuring that creative and technical learning remain central to school life.

Our facilities include:

- A fully equipped workshop for resistant materials and design projects
- A dedicated Food practical and theory room for high-quality teaching and learning
- A specialist pottery studio supporting 3D design and creativity

The ideal candidate will have experience teaching Design Technology and/or Food in a secondary school setting, with a clear vision for inspiring creativity, developing practical and technical skills, and raising achievement across all key stages. You will be passionate about creating an environment where students can explore, design, and create, while developing resilience, curiosity, and confidence.

Whether you are an experienced middle leader looking for your next challenge or a talented teacher ready to take your first step into leadership, we will provide the support and professional development needed to help you succeed in this role.

This is a fantastic opportunity for a motivated and creative professional, whether emerging or established in leadership, with a genuine passion for developing the next generation of designers, makers, and innovators.

If you share our school values of kindness, curiosity, and resilience, and are excited to contribute to our wider extended leadership team, we would be delighted to hear from you.



# HOW TO APPLY

To apply for this position, please submit your completed application form with supporting statement on [MyNewTerm](#).

Your supporting statement should demonstrate how your career to date has prepared you for this post and be no longer than two sides of A4.

Applications will only be accepted from applicants completing the application form in full. Please note that we do not accept CVs.

Interviews will be offered to those applicants who best demonstrate how their skills, abilities and experience meet the person specification, taking into consideration the job description.

We would welcome any candidates who would like an initial conversation regarding the role or a tour of the school with our Principal. Please contact [office@melbournvc.org](mailto:office@melbournvc.org) to arrange.

Thank you for your interest in The CAM Academy Trust.

**We reserve the right to interview and appoint within the application window. With this in mind, we encourage you to apply as soon as possible.**

The CAM Academy Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Successful candidates will be subject to an enhanced DBS check, barred list check and a medical questionnaire.





## JOB DESCRIPTION

### HEAD OF DESIGN TECHNOLOGY AND FOOD

#### Salary

The post holder will be paid on the appropriate point of the main/upper pay scale plus TLR2 £3,527.

#### Line of responsibility

The Head of DT and Food is directly responsible to the Senior Leadership Team.

#### Strategic purpose

The Head of Design Technology and Food will lead the development of an ambitious, inclusive, and forward-thinking culture across the school community. The postholder will work closely with the Senior Leadership Team to deliver on the priorities of the School Improvement Plan, ensuring that academic excellence, innovation, and practical creativity are central to the success of all students.

As a member of the extended leadership team, the postholder will play an active role in supporting the wider school community through enrichment activities, extracurricular opportunities, and community partnerships, helping to elevate the profile and impact of Design Technology and Food across the school and beyond.

The CAM Academy Trust is committed to safeguarding and promoting the welfare of all children and young people. We expect all staff to actively share this commitment. All adults working in our Trust in whatever capacity will be part of a thorough safer recruitment process. All appointments will be subject pre-employment checks including the taking of satisfactory references and enhanced criminal record clearance (via the Disclosure and Barring Service) in line with the need to create and maintain a safe culture.



## Six Core Principles

At the heart of our work lie the six core principles of The CAM Academy Trust.

These drive everything that we do.





# JOB DESCRIPTION

## HEAD OF DESIGN TECHNOLOGY AND FOOD

### Job Description

*This college is committed to safeguarding and promoting the welfare of children and young people and expect all staff to share this commitment*

<b>POST HOLDER:</b>	
<b>POST TITLE:</b>	Head of Design Technology and Food
<b>SALARY:</b>	Main/Upper pay scale plus TLR
<b>RESPONSIBLE TO:</b>	Senior Leadership Team (allocated line manager)
<b>RESPONSIBLE FOR:</b>	Leadership of Design Technology and Food
<b>PERFORMANCE MANAGEMENT</b>	By the Line Manager allocated in the performance management arrangements published at the beginning of each academic year.
<b>PURPOSE OF JOB:</b>	<ul style="list-style-type: none"><li>• Foster, and encourage and expect others to foster, the school's ethos to all our stakeholders at all times.</li><li>• To create an ethos in which all staff are motivated and supported to develop their skills and knowledge.</li><li>• To assist the Senior Leadership Team to provide excellent leadership and management within Melbourn Village College.</li><li>• To be a highly effective practitioner driven by the latest educational research.</li><li>• To drive the quality of education.</li><li>• To lead on areas of the School Improvement Plan.</li><li>• To carry out the functions of a class teacher at Melbourn Village College in accordance with the stated aims and objectives of the school.</li><li>• To deliver an exceptional extra-curricular offer for pupils across DT and Food.</li><li>• To carry out the duties of a school teacher as set out in the current edition of the School Teachers' Pay and Conditions Document maintaining a professional understanding of the curriculum, assessment and pastoral requirements.</li></ul>

#### Key responsibilities:

##### Strategic Leadership

- Develop and implement a clear vision for Design Technology and Food that aligns with the school's wider strategic priorities.
- Champion Design Technology and Food across the school and in the wider community, raising its profile and embedding it into school culture.
- Promote our school values through all areas of Design Technology and Food.
- Establish clear progression pathways for all students to post-16.
- Be high profile presence within the school community.
- Manage the budget across Design Technology and Food.

- Liaise with external stakeholders and Trust staff around fundraising opportunities.
- Maintain up-to-date knowledge of new national (e.g. curriculum and examination specifications) and local developments concerning the department, advising the Senior Leadership Team as appropriate.
- Participating in arrangements for preparing students for public examinations, including the preparation recording and submission of assessments ensuring examination regulations are adhered to.
- Ensure all procedures directed to be followed by Examination boards and the joint council for qualifications are adhered to when entering students for qualifications, to include training your team.
- Line management of teachers and technicians within Design Technology and Food.

### **Quality of education**

- Lead and oversee the Design Technology and Food curriculum to ensure it is inclusive, engaging, and ambitious for all learners.
- Coordinate a high-quality co-curricular Design Technology and Food that encourages maximum participation for all students.
- Provide opportunities for all students to develop a range of practical skills.
- To lead on the development of curriculum work, liaising with subject experts and colleagues across the Trust.
- Lead on assessment approaches that drive progress for all students.

### **Talent Development and Achievement**

- Identify and nurture talent across a range of disciplines.
- Support students to access opportunities beyond school.
- Celebrate both school-based and external achievements through assemblies, newsletters, social media, and events.

### **Staff Leadership and Development**

- Lead and manage the Design Technology and Food team.
- Provide ongoing professional development, support, and clear direction to staff.
- Model professional and motivational leadership that inspires staff and students alike.
- Lead on performance management within the team.

### **Safeguarding**

- Leading on risk assessments within subject areas.
- Responsible for the safeguarding of students who are under their immediate care, following relevant school policies, reporting concerns promptly (including Health and Safety)
- Safeguarding the mental health and wellbeing of students and staff

In addition to the responsibilities described above, to carry out any other duties of a similar nature at the reasonable request of the Principal or Line Manager.

This Job Description will be subject to regular review and any changes will be made in consultation with the post holder. The aim will always be to reach agreement on any changes but, if agreement is not possible, the Governing Body reserves the right to make the changes following consultation.

The academy is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.



# PERSON SPECIFICATION

## Head of Design Technology and Food

<b>Qualifications</b>
<ul style="list-style-type: none"> <li>• Degree with Qualified teacher status</li> <li>• Leadership qualification (e.g. NPQ) would be advantageous</li> <li>• Personal achievement across sphere of design or food is desirable</li> <li>• First aid qualification or willingness to gain one would be advantageous</li> </ul>
<b>Experience</b>
<ul style="list-style-type: none"> <li>• Proven leadership in a secondary school or similar educational setting, ideally including curriculum or departmental management</li> <li>• Teaching Design Technology and/or Food at Key Stages 3 and 4, with a clear understanding of GCSE specifications and assessment requirements</li> <li>• Demonstrated ability to develop academic outcomes and raise attainment across a range of practical and technical subjects</li> <li>• Coordinating external partnerships, such as industry links, community projects, or enrichment opportunities, to enhance student learning and engagement</li> <li>• Fostering positive relationships with students and promoting high expectations of behaviour and achievement</li> <li>• Contributing to wider school life, including extracurricular activities</li> <li>• Managing a fast-paced educational environment with multiple competing priorities, including staff, resources, and practical facilities</li> <li>• Working with professional bodies or accreditation partners relevant to DT or Food (e.g., exam boards, industry organisations) is desirable.</li> </ul>
<b>Knowledge and Skills</b>
<ul style="list-style-type: none"> <li>• Knowledge of current legislation, guidance and developments relating to the subject area.</li> <li>• Knowledge of development in assessment across sport and performance</li> <li>• Ability to teach both DT and Food to GCSE would be ideal</li> <li>• Strong understanding of effective curriculum and co-curricular provision.</li> <li>• Ability to inspire, lead, and develop others</li> <li>• Excellent communication, organisation, and interpersonal skills</li> <li>• A strong belief in inclusive practice, and a track record of raising participation.</li> <li>• A personal commitment to excellence for all</li> <li>• Ability to build and form positive relationships with young people</li> <li>• Excellent verbal and written professional communication skills</li> <li>• Ability to work constructively as part of a wider team.</li> </ul>
<b>Personal Attributes</b>
<ul style="list-style-type: none"> <li>• A highly effective practitioner with outcomes to support this.</li> <li>• Demonstrates the capacity to think strategically while managing day-to-day operational responsibilities</li> <li>• Demonstrates consistently, the positive attitudes, values and behaviour which are expected of pupils.</li> <li>• Able to work flexibly to support others and respond to unplanned situations</li> <li>• Able to deal with confidential information as appropriate</li> <li>• Desire to enhance and develop skills and knowledge through CPD</li> <li>• Commitment to the highest standards of Child Protection and Safeguarding</li> <li>• Recognition of the importance of personal responsibility for health and safety</li> <li>• Commitment to the ethos and aims of Melbourn Village College and its whole community</li> <li>• Satisfactory DBS Enhanced Disclosure.</li> </ul>



# BENEFITS

We offer the following benefits, designed to promote your wellbeing and make your time with The CAM Academy Trust satisfying and rewarding.

## Core benefits

- Paid leave – enhanced sick pay, maternity pay, and adoption leave pay (linked to service) and paid leave for unforeseen personal situations.
- Pension – a generous pension scheme.
- Death in service payment – lump sum payment and an ongoing pension for your partner & children (subject to conditions & membership of our pension scheme).

## Health and wellbeing

- Employee counselling and support – free, independent 24/7 help and advice for work related issues, as well as problems affecting your home life.
- Environment – good working environment with excellent facilities including on site pool and gym.

## Professional development

- Professional development – full and part-funded training courses and a wide range of learning opportunities available to all staff.

## Employee discounts

- Car parking – free and on-site.
- Hot drinks – tea & coffee making facilities provided.
- Cycle-to-work scheme – save £££ on a new bike and accessories.

## Work-life balance

- Flexible working – all staff can make a request to work flexibly.

## School specific benefits

- Access to swimming pool at Melbourn Sports Centre on site at Melbourn Village College.
- Subsidised gym membership at Comberton Sports and Arts



The CAM Academy Trust

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