

## HACKNEY UNIVERSITY TECHNICAL COLLEGE

### DEPUTY HEADTEACHER

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#### JOB DESCRIPTION

**Job Title:** Deputy Head Hackney University Technical College (HUTC)

**Accountable to:** Head Teacher (HUTC)

**Salary Range:** L20 – L24 (£66,894 - £73,048)

#### PURPOSE

- To share accountability for the successful delivery of the UTC vision.
- To ensure the HUTC curriculum is a benchmark for excellence and a beacon to the wider education, training and employment community.
- To ensure the highest standards of teaching and learning at the Hackney UTC.
- To direct the work of the UTC curriculum leaders to ensure excellence and achievement for all learners.
- To lead the delivery of a diverse employer engagement curriculum offer that embodies the ethos and principles of the Hackney UTC, is sustainable and promotes the wider ambitions of the national UTC movement.

#### KEY RESPONSIBILITIES AND ACCOUNTABILITIES

##### A. Strategic Leadership

1. To have overall responsibility for the UTC curriculum and its future development across KS4 and KS5.
2. To provide a strategic and operational management lead for curriculum team leaders in delivering a quality employer led curriculum offer that maximises student outcomes and increases participation in employer related vocational education and training.
3. To achieve the outstanding delivery of National Curriculum subjects, including the English Baccalaureate and additional specialist learning including vocational qualifications.
4. To take a leading role in the professional development of staff.
5. To devise and implement effective performance management processes.
6. To ensure the learning and welfare needs of learners are met.
7. To have responsibility for specific HUTC policies.

##### B. Setting and Achieving high expectations

1. To ensure curriculum teams are provided with detailed analytical performance data, to ensure standards of excellence across the UTC.
2. To ensure all students are set appropriately challenging targets.
3. To ensure strategies for raising achievement in place.
4. To ensure that standards of teaching and learning are outstanding throughout the UTC.
5. To establish quality assurance systems to ensure that high expectations are set and met and best practice is implemented.
6. To evaluate the quality, effectiveness and impact of employer engagement provision.
7. To monitor and report on learner progression.

### **C. Building partnerships**

1. To contribute to the creation of sustainable partnerships that promote and support educational and economic prosperity.
2. To work proactively with organisations responsible for standards, qualifications and examinations
3. To lead and support partnership events with key stakeholders including parents, employers, schools, higher education.
4. To ensure the maximum opportunity for young people to prepare for pathways into further learning, training or employment.
5. To engage with employers to develop learner employability skills, ensuring work related experiences are at the core of the UTC curriculum.

### **D. Operational Management**

1. To oversee the day to day running of the UTC.
2. To deputise for the UTC Head teacher as required.
3. To write the HUTC timetable.
4. To organise examinations and provide access to flexible educational and accreditation frameworks.
5. To be the named person for Child Protection and safeguarding.

### **E. Other responsibilities**

1. To be an outstanding practitioner and to undertake a teaching commitment depending on the needs of the UTC.
2. To assume a functional lead role, dependent on experience, for one of the UTC core subject areas – digital technology, health technology, ICT, maths, science or English.
3. To attend the UTC board meetings and committees as required.
4. To undertake such other duties as are commensurate with the post and which may reasonably be required by the Head teacher.