

Job Description

Job Title:	Quality Development Manager Competency Tier 3/4
Reports to:	Head of Curriculum & Quality
Department:	Education
Salary:	£41,479

Overall, Purpose

To contribute to the delivery of the organisational mission through the effective leadership and management of quality development for the college.

To establish and maintain a total quality management approach to teaching, learning, assessment, and inclusive practice to enable continuous improvement to prepare students effectively for adulthood and support the strategic direction of the organisation, in accordance with our organisational values and competencies.

Core Focus Purpose

- Working with the Head of Quality and Curriculum to deliver the implementation of the annual quality improvement plan and measuring the outcomes of the work undertaken.
- The implementation of agreed strategies, initiatives, and the delivery of expected outcomes to improve teaching, learning and assessment across all areas of the college, which will change each year to respond to development needs.
- To provide expertise in inclusive teaching practice to delivery staff which represents best practice and the inclusive support of colleagues to achieve best practice through professional development.
- Working with the Curriculum Development Manager to develop excellent practice in inclusive teaching and autism awareness within the college.
- Lead on the development of teaching, learning and assessment CPD (Continuing Professional Development).
- Work with students to develop co –production in quality monitoring and development.

Duties and Responsibilities

The duties outlined below apply to the whole curriculum, including sub-contractors.

- Leading, inspiring and empowering staff to promote high quality teaching, learning and assessment across the college. Ensuring and holding to account a high-quality learning experience for students that leads to successful achievement, progression, independence, and employability outcomes for all students.
- Leadership, implementation, and management of the quality of education to be continuously improving to be excellent through effective improvement quality assurance planning models which are accurate, evidence rich and deliver impact in support of the organisational strategic objectives.

- Leadership and management of the development and maintenance of ambitious standards in TLA (Teaching, Learning & Assessment) (Teaching, Learning & Assessment) practice throughout the curriculum.
- Ensure currency in educational developments and pedagogical practice within the further education and SEND (Special Educational Needs and Disabilities) sector and lead the organisation in implementation of these.
- Leadership and management of the development of qualification suites in line with curriculum development that will benefit students in preparation for adulthood.
- Work in alliance with Quality Data & Compliance Manager to ensure excellent quality of education at Homefield College.
- Work collaboratively with colleagues to consistently deliver to build a strong working relationship to achieve a high-quality experience for all students.
- Actively participate in the development of the college through participation in the senior leadership team and through inspirational leadership.

General Responsibilities for all Staff:

- Ensure that all beneficiaries are treated with dignity and respect.
- Empower students and residents to maintain their personal independence and confidentiality.
- Contribute positively to a high-quality teaching, learning and caring environment.
- Comply with health & safety and safeguarding regulations.
- Any other reasonable duties commensurate with role as required.

Person Specification

Qualifications & Experience

Attribute	Criteria	Evidence
PGCE / CertEd teaching qualification or equivalent	Essential	Certs
Educated to Level 5 (Degree) in relevant subject	Essential	Certs
Level 2 or above in English and Maths	Essential	Certs
Significant teaching experience ideally within a post 16/SEND setting	Essential	App & Int
Previous effective quality or curriculum management experience	Essential	App & Int
Excellent understanding of the inspection frameworks including Ofsted EIF (Education Inspection Framework), autism framework and SEND code of practice	Essential	App & Int
Excellent understanding of teaching, learning and assessment within specialist education.	Essential	App & Int
Experience of coaching and developing teaching staff with demonstrable impact	Essential	App & Int

Role Specific Competencies

This role requires the candidate to demonstrate **competency Tier 3** within the interview process. The skills and behaviours that you need to evidence can be found in the Competency Matrix (See attached)

Competency - Core	Criteria	Evidence
Committed to Homefield's Values of Equality, Empowerment, Respect and Sustainability. Demonstrates the skills and behaviours that will contribute to the college's success	Essential Tier 4	Int
Shows emotional intelligence when communicating with others and can share information in an effective way.	Essential Tier 4	Int
Plans activities with intent, implements them to a high standard and delivers with measurable results to ensure there is Quality Delivery using evidence-based approaches .	Essential Tier 3	Int
Competency - Technical	Criteria	Evidence
Actively uses Innovation to seek creative ways to develop ideas which improve delivery.	Essential Tier 4	Int
Demonstrates Analytical Thinking and ensures research and data analysis is involved in any decision making.	Essential Tier 3	Int
Actively looks at Personal Development and ways to improve own knowledge, as well as supporting employees by delivering effective continuous professional learning, performance management, career development and progression.	Essential Tier 3	App & Int
Competency - Behavioural	Criteria	Evidence
Ensures there is Collaboration across the college and finds opportunities for constructive collaboration and integration across teams	Essential Tier 4	Int
Evidence Conflict Management by dealing with situations effectively and impartially	Essential Tier 3	Int
Acts with Integrity , strong moral principles and is honest and trustworthy.	Essential Tier 3	Int

Note: This job description and person specification is not an exhaustive description – it is a guide and will be subject to review to meet the service / business needs.