

**HORNDEAN TECHNOLOGY COLLEGE**  
**Barton Cross, Horndean, Hants. PO8 9PQ**  
**Tel: 023 9259 4325**  
**Website :** [www.horndeantc.hants.sch.uk](http://www.horndeantc.hants.sch.uk)  
**E-mail :** [vacancies@horndeantc.hants.sch.uk](mailto:vacancies@horndeantc.hants.sch.uk)

**Headteacher: Mrs Julie Summerfield**

**Teacher of Design Technology/Art**  
**MPR/UPR (Full or part -time)**  
**Required September 2026**

We would like to invite applications from dynamic, enthusiastic and committed Teachers to work in our innovative, forward-thinking department. We are particularly seeking candidates that have experience teaching GCSE Design Technology and Art and Design:3D Design or Textiles but the ability to teach other areas of the Design Technology curriculum would be advantageous.

This post would suit an ECT or experienced Design Teacher with a passion for this subject. The College has excellent ICT facilities including a dedicated Technology ICT Suite, with various CAD machines including a laser cutter and 3D printer. As a college we are extremely proud of our curriculum offer with Design and Technology at the forefront of this offering 8 different qualifications ensuring that our learners have the best possible offer and chance to study courses that interest and excite them.

HTC is committed to providing the highest quality of learning for all students in every lesson. We have an OFSTED rating of good with the 'Quality of Education' and 'Personal Development' being judged as Outstanding. HTC is a 'school where students' academic achievements and their personal development are regarded as equally important'. 'Parents are overwhelmingly positive and appreciate the care and support their children receive'. The College is always developing its practice and we welcome applications from qualified teachers who want to be part of a consistently improving College.

The appointed person will be expected to teach at KS3 and 4. They will need to be able to work as part of a vibrant and creative team and play a proactive role in the further development of the department. We comprehensively support all new staff and have tailored programs for ECT's, staff returning to the profession and those seeking a career change. The College is committed to professional development and will seek, where possible, to support staff in their ambitions to further themselves.

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

Informal enquiries are welcomed, please contact Jo Elkington, Subject Leader, on [jo.elkington@horndeantc.hants.sch.uk](mailto:jo.elkington@horndeantc.hants.sch.uk).  
Further details are available from the College website.

Closing date for receipt of applications: 1200 Noon, 1 June 2026

# **HORNDEAN TECHNOLOGY COLLEGE**



## **TEACHER OF DESIGN TECHNOLOGY / ART MPR/UPR**

**Full time or Part-time**

**Information for Applicants**

**Closing date: 12 Noon, 1 June 2026**

## **DESIGN AND TECHNOLOGY DEPARTMENT**

Thank you for your enquiry regarding our vacancy for a full or Part-time Teacher of Design Technology, required for September 2026.

The College held Specialist Technology Status. Since then, the Technology Faculty is a flagship department within the College. This affords a real opportunity for the successful applicant to join the department.

The department is staffed by six specialists who work within the Technology faculty to deliver the full complement of specialist areas at both Key Stages 3 and 4.

The Design and Technology Faculty currently comprises the areas of EDUQAS Level 1/2 Award: Hospitality and Catering, Pearsons GCSE Art and Design: Textiles, AQA GCSE Art and Design: Graphics, AQA GCSE Art and Design:3D Design, EDUQAS Level 1/2 Award:, EDUQAS Level 1/2 Award: Construction, City and Guilds Level 1/2 Award: Hairdressing and Beauty and GCSE Design and Technology. A Head of Technology oversees the Faculty with other Post Holders reporting to their Head of Faculty.

The department has high standards and results through obtaining excellent student responses to its approaches.

Year 7 and 8 are taught in mixed ability groups. At Key Stage 4 the department currently offers GCSE and BTEC courses in the subjects listed above that are sat over years 9 and 10.

The ability to offer Design Technology to GCSE standard is essential in applying for this post.

## **PERSON SPECIFICATION**

### **QUALIFICATIONS**

Essential:

Qualified Teacher of Design Technology with Degree/Teaching Certificate.  
Health and Safety trained.

Desirable:

Recent training in multiple disciplines of Technology

### **EXPERIENCE**

Essential:

Successful experience in teaching National Curriculum D&T areas at KS3  
Good methodology and classroom practice.

Desirable:

Experience related to other areas of the wider D&T curriculum we offer here at HTC.

### **SKILLS, KNOWLEDGE, APTITUDE**

Essential:

Good knowledge of National Curriculum Technology.  
Creative approach to teaching, flexibility in teaching various specialisms under the umbrella of D&T.

Desirable:

IT literate.  
A knowledge and understanding of present education initiatives.

### **PERSONAL QUALITIES/SOCIAL SKILLS**

Essential:

Ability to generate and share ideas and practices.  
Good communication and inter-personal skills.  
Able to work as a member of a team with initiative and integrity.

Desirable:

Sense of humour, creative, flexible and enthusiastic.

### **OTHER**

Desirable:

Interests applicable and the willingness to contribute towards the extra-curricular ethos of the College community, particularly after College activities.

<b>Post Title:</b>	<b>TEACHER</b>
<b>Purpose:</b>	<ul style="list-style-type: none"> <li>To implement and deliver an appropriately broad, balanced, relevant and differentiated curriculum for students</li> <li>To facilitate and encourage a learning experience which provides students with the opportunity to achieve their individual potential.</li> <li>To contribute to raising standards of student attainment.</li> <li>To monitor and support the overall academic progress of students as a Teacher/ Form Tutor.</li> <li>To support appropriate subject department(s).</li> <li>To share and support the College's responsibility to provide and monitor opportunities for personal and academic growth.</li> <li>To monitor and support the overall pastoral progress of students as a Teacher/Form Tutor</li> </ul>
<b>Reporting to:</b>	Subject Leader, Year Leader/Tutor Leader
<b>Responsible for:</b>	The provision of a full and challenging learning experience for all students.
<b>Liaising with:</b>	Head/Deputies/Assistant Heads, Teaching/Support Staff, LEA Representatives, external agencies and parents.
<b>Working Time:</b>	195 days per year. Full-time
<b>Salary/Grade:</b>	MPR/UPR
<b>Disclosure level</b>	Enhanced
<b>MAIN (CORE) DUTIES</b>	
<b>Operational/ Strategic Planning</b>	<ul style="list-style-type: none"> <li>To assist in the development of appropriate syllabuses, resources, schemes of work, marking policies and teaching strategies in the Department.</li> <li>To contribute to the College Development Plan and Department Development Plan and its implementation.</li> <li>To plan and prepare courses and interesting, challenging and motivating lessons.</li> <li>To contribute to the whole College Professional Learning</li> </ul>
<b>Curriculum Provision:</b>	To assist the Subject Leader to ensure that the subject area provides a range of teaching which complements the College's strategic objectives.
<b>Curriculum Development:</b>	To assist in the process of curriculum development and change so as to ensure the continued relevance to the needs of students, examining and awarding bodies and the College's Strategic Objectives.
<b><u>Staffing</u></b>  <b>Staff Development:</b>  <b>Recruitment/ Deployment of Staff</b>	<ul style="list-style-type: none"> <li>To take part in the College's staff development programme by implementing the outcomes in the classroom</li> <li>To participate in arrangements for further training and Continuous Professional Development as specified in the department's Professional Learning budget and identified need in Performance Management.</li> <li>To continue personal development in relevant areas including subject knowledge and teaching methods.</li> <li>To engage actively in the Performance Management process.</li> <li>To ensure the effective/efficient planning for and deployment of classroom support</li> <li>To work as a member of a designated team and to contribute positively to effective working relations within the College.</li> </ul>
<b>Quality Assurance:</b>	<ul style="list-style-type: none"> <li>To help to implement College quality procedures and to adhere to those.</li> <li>To contribute to the process of monitoring and evaluation of the department in line with agreed College procedures, including evaluation against quality standards and performance criteria.</li> <li>To seek, implement and support modification and</li> </ul>

## Procedures

**“Horndean Technology College and Hampshire County Council are committed to safeguarding children and promoting the welfare of children and expects all staff and volunteers to share this commitment. We will ensure that all our recruitment and selection practices reflect this commitment. All successful candidates will be subject to Disclosure and Barring Service check along with other relevant employment checks.”**

### 1. Job Description

The Job Description gives an outline of the broad responsibilities and lists the main tasks involved in order to undertake the post successfully.

### 2. Person Specification

Every vacancy advertised is based on a person specification which describes the skills, experience and qualifications required. Please read this carefully so that you know what we are looking for. **Candidates should be able to meet all the essential elements and it would be to their advantage to have at least some of the desirable elements.**

### 3. Post and Recruitment Details

These will outline the general conditions of service and salary applicable to the post, the closing date for applications and the interview date. Additional information about the vacancy will be enclosed in respect of the particular faculty, section or work area as appropriate.

### 4. Filling in the Application Form

After reading the role profile and person specification, think carefully about your application and consider to what extent you have gained the skills and experience necessary for the post. Consider all the points in the job description and person specification when replying. Include evidence to support your application. Please send your completed application to Mrs Heathcote, Horndean Technology College, Barton Cross, Horndean, Waterlooville, PO8 9PQ. **It has come to our attention that some applications sent using Royal Mail are not reaching us by the required closing date, this is due to the incorrect postage amount being paid.**

*Please note that canvassing in any form will disqualify the applicant.*

### 5. Long Listing/Short Listing

This is the initial process of matching applicants against the relevant criteria in the person specification. The long or short listing panel will make judgements based upon the evidence presented in the application as to those candidates who best meet the criteria. References will normally be sought at the long listing stage. These will help us to develop a short list of candidates to be invited to interview. This also applies to internal candidates.

## 6. The Interview Panel

Normally, the interview panel will consist of two, three or four people. Other members of the panel will represent various levels of management associated with the advertised post.

## 7. The Day Structure

Candidates will be expected to furnish themselves with information and answers to most of their questions through the structure of the day. Candidates will nevertheless be asked if they have any final questions/points they wish to raise after the Panel have asked their questions.

Typical day structure:

0815	Arrive, refreshments, meet the Leadership Team
0830	Tour of the College and Discussion with students
0925	Teach a lesson
1020	Coffee in Department
1040	Time in Department
1130	Presentation if appropriate
1220	Lunch
1240	Final shortlist
1250	Interviews
	Panel announces decision
	Debriefs offered to unsuccessful candidates

*(Timing will, of course, be variable according to the number of candidates being interviewed).*

Each candidate will be asked the same core questions; however, members of the panel may ask relevant supplementary questions arising from your initial answer under the overall direction of the Chair.

All questions will be relevant to the job and will be as open as possible, thus allowing candidates to give evidence of their suitability. The level and complexity of questions will relate to the level of the post.

Members of the Panel will usually take notes during the course of the interview; these will be used to assist the Panel in making its final decisions.

## 8. Facilities at Interviews

Every effort will be made to provide appropriate facilities for candidates at interviews. Please contact the Recruitment Officer, Mrs J. Heathcote, should you have any special requirements in order to facilitate your attendance at the interview.

## 9. The Decision

The decision to appoint will be taken on the basis of the evidence that has been made available to the panel throughout the recruitment and selection process in relation to the criteria as stated in the person specification. Information

gathered through earlier parts of the selection process can lead to a decision not to proceed with further interview. You will be notified as to the outcome.

#### 10. References

The appointment of external candidates will be subject to the receipt of two satisfactory references, as requested at the long listing stage.

Your present or most recent employer must be given as one of the two referees. This person will normally be the head of the organisation for which you currently or most recently worked. The other reference should be from someone who knows you, your work and ability. **Normally, references will be requested prior to interview.**

References will be used to supplement the Panel's decision or, if the Panel requires further evidence, to distinguish between candidates. The Chair of the Panel may request that further enquiries are made to either the referee and/or the candidate, where there is information or an omission in the reference giving rise to doubt or concern.

References will not be disclosed to the candidate.

All appointments will be subject to medical records. It may be necessary in some instances to refer a health questionnaire to an independent Medical Officer for a report.

In the event of you being appointed, it will be necessary for the College to check with the police as to whether you have a criminal record. Your authority to do so is given on the application form.

**Proof of qualifications will be required in the form of original certificates.**

**Photographic proof of identification will be required, a passport or driving licence.**

**Please bring with you, if selected for interview.**

#### 11. Feedback to Unsuccessful Candidates

The College does not give reasons for non-appointment. It will invariably be that in the judgement of the panel there was a better candidate available or that no candidate met the College's requirement. Internal candidates will be offered a debriefing interview by an appropriate member of the panel. Any external candidate who requires feedback on their interview performance will also be offered constructive advice about their interview performance.

#### 12. Interview Expenses

The College will pay travel and subsistence expenses (within UK only) as set out on the claim form provided to short-listed candidates on the day. These will not normally be granted to candidates who withdraw before the selection process is completed. HCC procedure for Mileage Claims states all mileage claims must be submitted with a VAT petrol receipt that is dated prior to the mileage claim. There is no exception to this rule. No petrol VAT receipt = no claim!

13. No Smoking Policy

For Health and Safety reasons, the College has been designated a no smoking area and the successful applicant will be expected to comply with this policy.

14. Asylum & Immigration Act 1996

Under the Asylum and Immigration Act, we must require all candidates for employment to produce a document to prove that they are entitled to live and work in the UK. Please bring with you to the interview one of the following (not a copy):

- a documented National Insurance Number (eg. P45, P60 tax form, previous pay slip).
- a valid Passport from any European Economic Area state.
- a British Birth Certificate.
- a Certificate of Registration or Naturalisation as a British Citizen.

No offer of employment should be made until proof has been seen and checked carefully. A copy of the document for the successful candidate must be retained on the personal file.

These rules apply to all employees including staff employed on any type of casual contract.

15. Equal Opportunities

In line with our 'Vision Statement' and national legislation, Horndean Technology College is committed to seeking to ensure that all staff, both present and future, have equal opportunities, in the context of both national legislation and College objectives, irrespective of gender, ethnic origin, age, disability and other identities.

The successful candidate will be given full opportunities to develop professionally through a comprehensive induction and staff development programme which includes appraisal.

Thank you for expressing an interest in our College. I hope that these details will help you to make the best of any application. If you are unsuccessful in obtaining a post on this occasion, I wish you the all best in future applications you may wish to make.

**Mrs Julie A Summerfield**  
**Headteacher**