

## **Job Description: Teacher**

Reports to: Headteacher

**Key purpose of the job** ➤ To teach students in allocated classes in order to ensure that their learning is of the highest quality.

- Responsibilities of a classroom teacher.
- Teach students within allocated classes, enhancing their learning and providing the opportunity for achievement for all:
  - Planning and preparing tasks which challenge students and ensure high levels of interest and real engagement during lessons;
  - Monitor the academic progress of students within allocated classes and implement appropriate strategies to address underachievement;
  - To assess, record and report on the progress and attainment of all students within allocated classes;
  - To set appropriate homework;
  - To mark student's work and give appropriate and constructive feedback;
  - To research new topic areas, maintain up-to-date subject knowledge, and devise and write new curriculum materials;
  - Support students to demonstrate positive behaviour in the classroom and when on activities using a relational framework;
  - Communicate with parents and carers over students' progress
  - Undergoing regular observations and participating in regular in-service training (INSET) as part of continuing professional development (CPD);
  - Undertake critical self-evaluation and then participate in continuous professional development designed to enhance the quality of teaching or other working practices.
- Responsibilities of a form tutor
  - To address any issues concerned with the wellbeing, personal development and academic progress of students within the tutor group;
  - Have a working knowledge of teachers' professional duties and legal liabilities;
  - Operate at all times within the stated policies and practices of the school;
  - Establish effective working relationships and set a good example through their presentation and personal and professional conduct;
  - Contribute to the wider life of the school through effective participation in meetings and management systems necessary to coordinate the management of the school.

**Person Specification :****Qualifications:**

- ▶ A suitably qualified graduate.
- ▶ Evidence of relevant and ongoing CPD.
- ▶ Evidence of further relevant qualifications.
- ▶ This role would be suitable for an NQT or an experienced teacher.

**Experience:**

- ▶ Experience of teaching KS3 and KS4 including an up-to-date knowledge of the KS3 and KS4 curriculum.
- ▶ Knowledge of recent national developments in Secondary Education.
- ▶ Experience of a pastoral / form tutor role.
- ▶ An excellent Teacher with the ability to secure consistently high levels of student achievement.
- ▶ Experience of teaching the full range of abilities.

**Skills and Knowledge:**

- ▶ Excellent teaching skills, including effective communication skills, ability to motivate students and the capacity to create good learning environments.
- ▶ A clear understanding of the characteristics of high quality teaching and learning and achievement for all students.
- ▶ Knowledge of current issues and recent developments in the curriculum areas taught.
- ▶ Capacity to use ICT as an integral part of teaching.
- ▶ Ability to lead initiatives, support the process of change and work effectively in a team.
- ▶ Secure commitment to a clear aim and direction for the subject.
- ▶ Understanding of equal opportunities issues and their application to work.
- ▶ Understanding of particular needs of pupils with SEN.
- ▶ Awareness of factors affecting language and learning across the curriculum.
- ▶ Knowledge/involvement in other cross curricular initiatives/projects or whole school developments.

A full, clean driving licence is desirable.