

Fortis Trust – Job Description

POST TITLE

Subject Lead Teacher

RESPONSIBLE TO

Senior Leadership Team
Middle Leadership Team

Main Purpose

The teacher will:

- Fulfil the professional responsibilities of a teacher, as set out in the School Teachers' Pay and Conditions Document.
- Meet the expectations set out in the Teachers' Standards

Duties and responsibilities

Teaching

- Plan and teach well-structured lessons to assigned classes, following the academy's intent, curriculum and schemes of work
- Assess, monitor, record and report on the learning needs, progress and achievements of assigned students, making accurate and productive use of assessment
- Adapt teaching to respond to the strengths and needs of students
- Set high expectations which inspire, motivate and challenge students
- Promote excellent progress and outcomes by students
- Demonstrate excellent subject and curriculum knowledge
- Participate in arrangements for preparing students for internal and external tests and assessments
- To be able to set appropriate remote support to students when unable to attend the academy
- To have pastoral responsibility for all students in a form group

Whole-academy organisation strategy and development

- Contribute to the development, implementation and evaluation of the academy's policies, practices and procedures, so as to support the academy's values and vision
- Make a positive contribution to the wider life and ethos of the academy
- Work with others on curriculum and student development to secure co-ordinated outcomes
- Provide cover, in the unforeseen circumstance that another teacher is unable to teach
- Participate in research initiatives designed to improve the provision

Health, safety and discipline

- Promote the safety and wellbeing of students
- Maintain good order and discipline among students, managing behaviour effectively to ensure a positive and safe learning environment

Professional development

- Take part in the academy's appraisal procedures
- Take part in further training and development in order to improve own teaching
- Where appropriate, take part in the appraisal and professional development of others
- Take part in training and development to ensure an up-to-date knowledge of SEN

Communication

- Communicate effectively with students, parents and carers, and colleagues

Working with colleagues and other relevant professionals

- Collaborate and work with colleagues and other relevant professionals within and beyond the academy
- Develop effective professional relationships with colleagues
- To regularly liaise with support staff/teaching assistants to share, plan and prepare for lessons

Personal and professional conduct

- Uphold public trust in the profession and maintain high standards of ethics and behaviour, within and outside the academy
- Have proper and professional regard for the ethos, policies and practices of the academy, maintain high standards of attendance and punctuality
- Understand and act within the statutory framework setting out their professional duties and responsibilities

Management of staff and resources

- Direct and supervise support staff assigned to them, and where appropriate, other teachers
- Contribute to the recruitment and professional development of other teachers and support staff
- Deploy resources delegated to them

Other areas of responsibility

- Have a good knowledge of the EHCP (Education, Health and Care Plan) for students in their care and implement strategies to fulfil the requirements

The teacher will be required to safeguard and promote the welfare of children and young people and follow academy policies and the staff code of conduct.

Please note that this is illustrative of the general nature and level of responsibility of the role. It is not a comprehensive list of all tasks that the teacher will carry out. The postholder may be required to do other duties appropriate to the level of the role, as directed by the Principal or line manager.

Person specification

Key Criteria	Essential	Desirable
Qualifications & Training	<ul style="list-style-type: none"> • Qualified teacher status • A degree or equivalent qualification • Evidence of appropriate subsequent substantial Inset and /or Continuing Professional Development 	<ul style="list-style-type: none"> • SEND experience • Successful teaching experience in PGCE Programme or at least one academy/school on completion of QTS
Competence Summary (Knowledge, abilities, skills, experience)	<ul style="list-style-type: none"> • The ability to assess and evaluate student attainment and plan teaching and learning accordingly. • Thorough knowledge and understanding of the KS3 National Curriculum and KS4/5 qualification specifications. • Successful experience of managing an effective classroom environment to support student learning and positive behaviour. • Evidence of successful teaching experience • Awareness and understanding of the role of parents in education. • Experience of developing academic curriculums. • Ability to direct staff to enhance learning within the classroom. • Proven ability to use ICT in the organisation and management of their role. 	<ul style="list-style-type: none"> • Knowledge of relevant subject based qualification specifications. • Understanding of the potential of your subject specialism to enhance the curriculum and its vital role in preparing students for life. • Awareness of supporting SEND through curriculum planning. • Successful experience of delivering a differentiated curriculum to students with a wide range of needs • Experienced in personalised curriculum development. • Evidence of actively contributing to whole academy evaluation. • Awareness and understanding of the implication of equal opportunities, multicultural education and inclusion. • Experience of running/overseeing fieldtrips and off-site activities to enhance the learning experience. • Experience of delivering online and remote learning.
Work-related Personal Requirements	<ul style="list-style-type: none"> • Passionate about learning • Enthusiasm • Resourcefulness • Reliability, integrity and the appreciation of the need for confidentiality • Commitment and drive • Resilience and flexibility • Ability to be solution focused • Self-motivation and initiative • Ability to inspire, motivate and support students, staff, parents/carers and colleagues • Ability to work as part of a team • Ability to manage time effectively and prioritise accordingly 	
Other Requirements		Minibus driving experience with appropriate qualification / appropriate driving licence.

Notes:

This job description may be amended at any time in consultation with the postholder.

Last review date: February 2025

Next review date:

Principal's signature:

Date:

Postholder's signature:

Date:
