



Cygnus Academies Trust

Job Description: Lead Teacher to work at schools within the Trust

Grade: L4-8

Responsible to: Headteacher of the school deployed to and the Director of Education

Purpose of the Job:

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
- Develop and implement teaching and learning initiatives and strategies that raise the teaching practice within the school and therefore raise standards and pupil progress.
- To take a lead role, working closely with the senior leadership team and other practitioners in developing, implementing and evaluating policies and practice that lead to school improvement.

Duties and responsibilities

Teaching

- Plan and teach well-structured lessons to assigned classes, following the school's plans, curriculum and schemes of work
- Assess, monitor, record and report on the learning needs, progress and achievements of assigned pupils, making accurate and productive use of assessment
- Adapt teaching to respond to the strengths and needs of pupils
- Set high expectations which inspire, motivate and challenge pupils
- Promote good progress and outcomes by pupils
- Demonstrate good subject and curriculum knowledge
- Participate in arrangements for preparing pupils for external tests.

Whole-school organisation, strategy and development

- Work with our strategic partners to develop further professional development opportunities to improve the quality of teaching and leadership in our schools.

- Contribute to the development, implementation and evaluation of the school's policies, practices and procedures, so as to support the school's values and vision
- Make a positive contribution to the wider life and ethos of the school
- Work with others on curriculum and pupil development to secure co-ordinated outcomes
- Provide cover, in the unforeseen circumstance that another teacher is unable to teach
- Disseminate materials relating to best practice and educational research.
- Provide model lessons to a whole class, or a target group of pupils, for example gifted and talented (G&T), SEN, EAL and so on, with staff observing.
- Support a subject leader with regard to schemes of work, policies or management skills.
- Advise other teachers on classroom organisation, lesson planning and teaching methods.
- Participate in the induction and mentoring of newly qualified teachers.
- Provide INSET in areas of expertise.
- Lead professional learning groups.
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Health, safety and discipline

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

Professional development

- Take part in the school'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
- Experience of, and commitment to, research-based projects and reporting evidence-based outcomes

Communication

- Communicate effectively with pupils, parents and carers

Working with colleagues and other relevant professionals

- Collaborate and work with colleagues and other relevant professionals within and beyond the school
- Develop effective professional relationships with colleagues

Personal and professional conduct

- Uphold public trust in the profession and maintain high standards of ethics and behaviour, within and outside school
- Have proper and professional regard for the ethos, policies and practices of the school, and maintain high standards of attendance and punctuality

- Understand and act within the statutory frameworks setting out their professional duties and responsibilities

The teacher will be required to safeguard and promote the welfare of children and young people, and follow school 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 and does not form part of the contract of employment. The postholder may be required to do other duties appropriate to the level of the role, as directed by the headteacher or line manager.

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

Line manager's signature:

Date:

Employee's signature:

Date:



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Person Specification: Lead Teacher

The following table outlines the criteria for this post. Applicants who have a disability and who meet the criteria will be shortlisted.

Applicants should describe in their application how they meet each of these criteria.

Qualifications
<ul style="list-style-type: none">• Degree, or equivalent qualification• Qualified Teacher Status• Evidence of continuing professional development relating to teaching and learning• Accredited CPD
Experience
<ul style="list-style-type: none">• At least 5 years exemplary primary teaching experience across the primary age range• Successful experience of leading a range of subjects, including core• A proven track record of leading, managing and improving teaching and learning in all phases
Teaching and Learning
<ul style="list-style-type: none">• Excellent classroom practitioner, with experience of team teaching and/or coaching and mentoring• Evidence of supporting teacher improvement by modelling excellent practice and arranging suitable CPD• Evidence of raising standards• Understanding of the characteristics of an effective learning environment and the key elements of successful behaviour management• Strong knowledge and understanding of pedagogy and the ability to set targets for improvement
Leadership Skills
<ul style="list-style-type: none">• Able to clearly articulate the Trust vision and plan work to meet the aims• Evidence of inspiring and motivating staff, pupils, parents and governors• Evidence of using KPIs to evaluate school improvement projects and performance• Ability to be pro-active and show initiative• Demonstrate the skills to lead and manage people working individually and in teams
Communication Skills

<ul style="list-style-type: none"> • Good negotiation and listening skills • Ability to communicate effectively, orally and in writing, to a range of audiences • Ability to provide clear information and advice • Experience of presenting new ideas, information, and innovations to varying audiences • Ability to tackle difficult conversations
Self-Management Skills
<ul style="list-style-type: none"> • Innovative and able to work on own initiative • Ability to work under pressure and meet deadlines
Personal Attributes
<ul style="list-style-type: none"> • Able to work on own initiative • Able to work collaboratively to secure improvements • Positive and solution focussed • Creative and imaginative, able to solve problems and identify opportunities
Knowledge
<ul style="list-style-type: none"> • Detailed knowledge of the National Curriculum • Detailed knowledge of Early Years Framework • Detailed knowledge of Teacher and TA Standards • Detailed knowledge of the Mainstream Core Standards • Detailed knowledge of the current Ofsted Framework