

## **PERSON SPECIFICATION** **Teacher**

	<b>Essential</b>	<b>Desirable</b>	<b>How identified</b>
<b><u>Knowledge &amp; Experience</u></b>			
Knowledge of the Subject(s) curriculum and related qualifications	✓		Application and Interview
Understanding and experience of the subject curriculum at KS3 and 4	✓		Application and Interview
Knowledge of use and application of ICT for effective learning	✓		Application and Interview
Knowledge of good practice in your subject education and pedagogy	✓		Application and Interview
Understanding and experience of the teaching and learning strategies involved in the raising of achievement in your subject	✓		Application and Interview
<b><u>Qualifications</u></b>			
To be a qualified teacher in a relevant subject area and hold an appropriate degree or equivalent	✓		Application
To be able to teach to GCSE level	✓		Application
<b><u>Skills</u></b>			
Motivate pupils to achieve their full potential	✓		Application and Interview
Develop Schemes of Work	✓		Application and Interview
Plan, monitor and assess progress and keep up to date records across Key Stages 3 & 4	✓		Application and Interview
Use and development of ICT as a tool for teaching and learning	✓		Application and Interview
Manage the learning environment safely and effectively	✓		Application and Interview
Communicate effectively with pupils, staff and families	✓		Application and Interview
Effectively plan and deliver lessons within a Scheme of Work using knowledge of good practice which secures excellent learning	✓		Application and Interview
<b><u>Personal Qualities</u></b>			
Work effectively as a member of a team with shared values and high expectations	✓		Application and Interview
Make and maintain strong, positive relationships with pupils and colleagues	✓		Application and Interview
To share in tutoring responsibilities within the school	✓		Application and Interview
To contribute positively to the running of the faculty and be personally committed to the achievement of high standards and student personal development	✓		Application and Interview

***This post is subject to the applicant having successfully completed the enhanced DBS check.***

## JOB DESCRIPTION

### Role: Teacher

Accountable to: Head of Faculty

<b>Key Purpose</b>	<p>To implement and deliver an appropriately broad, balanced, relevant and differentiated curriculum for students which enables all students to fulfil their potential.</p> <p>To monitor and support the overall progress and development of students as a Teacher and Form Tutor.</p> <p>To deliver the form time programme and other personal development curriculum elements.</p> <p>To facilitate and encourage a learning experience which provides students with the opportunity to achieve their individual potential.</p> <p>To contribute to raising standards of student attainment and personal development.</p> <p>To share and support the school's values, ethos and mission.</p>
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<b>Key Tasks</b>
<ul style="list-style-type: none"> <li>• To undertake a designated programme of teaching</li> <li>• To ensure a high quality learning experience for students that meets internal and external quality standards</li> <li>• To use a variety of delivery methods, including new technologies, that will stimulate learning appropriate to student needs and demands of the syllabus</li> <li>• To collaborate and communicate effectively with colleagues to ensure that students' needs are understood and met to the best of our ability</li> <li>• To contribute to intervention and support activities</li> <li>• To teach students according to their educational needs including the setting and marking of work to be carried out by the students in school and elsewhere</li> <li>• To assess student work and give written / verbal and diagnostic feedback in line with school and faculty policy</li> <li>• To assess, record and report on the attendance, progress, development and attainment of students and to keep such records as are required</li> <li>• To provide, or contribute to, oral and written assessments, reports and references relating to individual students and groups of students</li> <li>• To actively develop Basic Skills for all students through subject and tutor teaching</li> <li>• To support and implement the whole school behaviour for learning and attitude to learning systems and ensure that the learning environment facilitates effective learning taking place</li> <li>• To ensure that students understand how to keep themselves safe, including online</li> <li>• To be a Form Tutor to an assigned group of students under the guidance of a Head of House</li> <li>• To promote the general progress and well-being of individual students and of the Form Tutor Group as a whole</li> <li>• To deliver the form time and house programme and other elements of the personal development curriculum</li> <li>• To protect students from risks associated with extremism and radicalisation and support them in being able to protect themselves</li> <li>• To contribute to the delivery of PHSCE and CEIAG, including through special events and different curriculum days such as Focus Days</li> </ul>

- To communicate effectively with the students and their parents as appropriate and needful
- To take part in liaison activities such as Parents' Academic Tutorials, Open Evenings, and other events with partner schools
- To contribute to the development of effective subject links with external partners, in particular with GMET partners
- To co-operate with other staff to ensure a sharing and effective usage of resources to the benefit of the School, faculty and the students
- To contribute to curriculum development and change so as to ensure the continued relevance to the needs of students, examining and awarding bodies and the school's Mission Statement, values and ethos
- To contribute to the Faculty's development plan and its implementation
- To plan schemes of work, prepare courses and lessons
- To contribute to the whole school's planning activities
- To contribute to the extra-curricular life of the school

### **Other Specific Duties**

- To play a full part in the life of the school community, supporting the school mission, ethos and principles
- To promote actively the school's policies
- To comply with the school's Health and Safety Policy and Safeguarding/Child Protection procedures
- To continue personal professional development
- To undertake any other duty as specified in the STPC document not mentioned in the above
- To comply with any reasonable request from the headteacher to undertake work of a similar level that is not specified in this job description
- General tasks vary from time to time to take account of the changing nature of the school and the demands placed upon it. Such changes are normal parts of the post and as such do not constitute a change to the general job description
- Employees are expected to be courteous to colleagues and provide a welcoming environment to visitors and telephone callers
- Employees are expected to set a good example in terms of dress, punctuality and attendance
- Employees must uphold the school's behaviour code and uniform regulations
- The school will endeavour to make any reasonable adjustments to the job and the working environment to enable access to employment opportunities for disabled job applicants or continued employment for any employee who develops a disabling condition

This job description is current at the date shown, but following consultation with you, may be changed by the headteacher to reflect or anticipate changes which are commensurate with the salary and job title

