



TEACHER OF ENGLISH (MPR)

FULL TIME, TEMPORARY POST

Post Specification

PURPOSES OF THE POST

- To assist in the delivery of all English throughout the curriculum as required
- To promote the educational opportunities and achievements of all students through the development of effective teaching and learning
- To work as an effective member of the English Department

MAIN AREAS OF RESPONSIBILITY

Working in accordance with the school's aims and stated policies, procedures and practices:

- To teach English to students within the school as required
- To have clear aims and objectives for all lessons and to identify learning needs and to devise ways of meeting these
- To ensure effective lesson preparation and resource development to meet the differing needs of students, including those with special educational needs
- To maintain accurate records of attainment and progress of all students, together with detailed records of lessons taught and homework set
- To report details of students' progress and personal development in oral and written reports as required to parents, HoD and SLT.
- To promote, recognise and celebrate achievements in all English lessons
- To assist in the development in appropriate curricular programmes of study
- To take an active part in appropriate professional development activities, including staff induction, departmental and whole school in-service training and performance management
- To act as a Progress Tutor to a designated group of students
- To contribute to the supervisory and disciplinary duties within the overall organisational framework and the school day
- To contribute to the school's management of overall organisational development through staff meetings, departmental meetings, pastoral meetings and working groups

TERMS AND CONDITIONS

The above responsibilities are subject to the general duties and responsibilities contained in the current Teachers' Pay and Conditions Document.

Signed _____ (Postholder) _____ (Date)

Signed _____ (Headteacher) _____ (Date)

Post specification prepared by Chris Morris, March 2017