

Part-Time English Teacher (Maternity Cover)



Job Description

We are looking for an enthusiastic and engaging teacher to teach English at Common Entrance Level. This is a part-time position from the start of the Summer Term 2017 until the end of the Autumn Term 2017 to provide maternity cover.

Objectives

- To foster enjoyment and enthusiasm for English
- To ensure pupils' learning is of a very good standard
- To enhance the teaching of English

Principal Areas of Responsibility and Key Tasks

- Teaching English at Common Entrance and Scholarship Level
- To prepare and teach lessons in line with the agreed syllabus and schemes of work
- To assess pupils' learning as appropriate
- To liaise with the Head of Department and other teachers of the subject, and to take part in Departmental Meetings
- To ensure the departmental policy is met, schemes of work taught appropriately, records maintained and resources kept and updated
- To communicate effectively and regularly with parents and other staff
- To support visits and other special events with the Department
- To liaise with Pastoral Heads where necessary

Additional Duties

- You will be expected to take on supervisory duties during the normal school week
- Attendance at Parents' Evenings for the classes taught
- Attendance at relevant Staff Meetings

Working Time

- This is a part-time post with the candidate being expected to teach a minimum of 12 periods per week across 4 days. However, we will consider a full-time position for the right candidate who is able to offer additional subjects.