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**WORKINGTON ACADEMY**

**Mrs Colette Macklin**

Interim Headteacher

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**JOB DESCRIPTION**

**Post Title: TEACHER OF DRAMA / MUSIC**

**Post Holder:**

**Responsible To:** Curriculum Leader

**Responsible For:** Delivering high quality teaching & learning to ensure that all students reach their full potential.

**Remuneration:** TPS

**Start Date:**

**Note:** The duties required of all teachers under Pay and Conditions of Service Legislation are a necessary part of this description. This description is not necessarily a comprehensive definition of the post. It will be reviewed regularly and may be subject to modification or amendment after consultation with the postholder.

**MAIN RESPONSIBILITIES OF POST**

1 To teach Drama and Music to students across the age range.

2 To develop schemes of work and appropriate resources utilising an allocated resource.

3 To ensure that the classroom environment is orderly and stimulating and that the work of students s is displayed and valued.

The professional duties of a teacher are listed in the School Teachers’ Pay and Conditions

Document under the following headings:-

**Teaching**

 planning and preparing courses and lessons

 setting and marking of work

 assessment, recording and reporting

**Other activities**

 promoting the progress and well being of individuals and classes

 providing guidance on educational and social matters

 making records and reports on the personal and social needs of students

 communicating and consulting with parents of students

 communicating with persons or bodies outside the school

 participating in meetings arranged for any of the purposes above

**Assessments and reports**

 providing or contributing to oral and written assessments, reports and references for students

**Performance management**

 participating in statutory arrangements for appraisal

**Review, further training and development**

 reviewing from time to time methods of teaching and programmes of work

 participating in arrangements for training and professional development

**Educational methods**

 advising and co-operating on the preparation and development of courses of study, teaching materials, teaching programmes, methods of teaching, assessment and pastoral arrangements

**Discipline, health and safety**

 maintaining good order and discipline among students and safeguarding their health and safety

**Staff meetings**

 participating in meetings at the school which relate to the curriculum for the school or the administration or organisation of the school, including pastoral arrangements

**Public examinations**

 participating in all arrangements for public examinations

**PERSON SPECIFICATION**

**Post Title: TEACHER OF DRAMA AND MUSIC**

The following qualities and aptitudes are sought in the successful candidate:

|  |  |
| --- | --- |
| **Essential** | **Desirable** |
| ***Qualifications*** | |
|  The successful candidate should be qualified to degree level in Drama and Music. |  Post-graduate qualification (MA etc) |
|  The successful candidate should have a relevant teaching qualification (PGCE, Cert Ed,  BEd). |  |
| ***Experience and skills*** | |
|  The ability to teach the full age and ability range is required. |  Previous experience of teaching Drama and Music is desirable but not essential |
|  A thorough knowledge of and enthusiasm for the subject of Drama and Music is required. |  |
|  A commitment to the provision of quality and equality of opportunity in the teaching of Drama and Music is required. |  Competence and experience in the use of ICT  in the teaching of Drama and Music is desirable. |
|  Excellent written and oral communication skills in a variety of contexts (students, parents,  colleagues etc) are sought. |  |
|  The successful candidate will be required to work effectively in a closely knit team. |  Experience of or a willingness to make a significant contribution to extra-curricular activities is highly desirable |
|  Commitment to continuous review and curriculum development is sought. |  |
|  Candidates should have a forward-looking approach to teaching and have drive, initiative  and the ability to respond quickly to further developments in education within school. |  An understanding of the changing school environment and national issues will be an  advantage. |
|  Committed to the safeguarding of children and young people |  |

**Application Process**

**Teacher of**

**Drama and Music**

Thank you for taking the time to read through the accompanying information and find out more about this exciting opportunity. We hope that it has given you enough of a flavour of the academy and the post to decide to make an application.

**How to Apply**

To apply please complete the enclosed application form and in addition please outline, in approximately 1000 words, the following:

* Your reasons for applying
* Your evidence of outstanding practice and success that would qualify you for the role of Teacher of Drama and Music
* Your subject specialisms and to what Key Stage

Your application should be returned by **Friday 2 March 2018.** Your completed application should be returned to Sheila McVeigh, PA to the Headteacher, via email [smcveigh@workingtonacademy.org](mailto:smcveigh@workingtonacademy.org) or by post to the following address:

Workington Academy Stainburn Road Workington

Cumbria

CA14 4EB

Cumbria Education Trust and its family of academies are committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment. All staff members are required to complete an enhanced DBS disclosure.

Yours faithfully



Colette Macklin

Interim Headteacher