

Bexleyheath Academy Job Description

Post Title	Teacher of Humanities (Geography/History)	Salary	MPR
Responsible to	Head of Humanities		
<p>Main duties and responsibilities</p> <p>Teaching</p> <ol style="list-style-type: none"> 1) Plan and teach lessons and sequences of lessons to the classes they are assigned to teach within the context of the school's plans, curriculum and schemes of work. 2) Assess, monitor, record and report on the learning needs, progress and achievements of assigned pupils. 3) Participate in arrangements for preparing pupils for external examinations. <p>Whole school organisation, strategy and development</p> <ol style="list-style-type: none"> 4) Contribute to the development, implementation and evaluation of the school's policies, practices and procedures in such a way as to support the school's values and vision. 5) Work with others on curriculum and/or pupil development to secure coordinated outcomes. 6) Subject to sub-paragraph 63.10 of the School Teacher's Pay and Conditions Document 2012, supervise and so far as practicable teach any pupils where the person timetabled to take the class is not available to do so. <p>Health, safety and discipline</p> <ol style="list-style-type: none"> 7) Promote the safety and well-being of pupils. 8) Maintain good order and discipline among pupils. <p>Management of staff and resources</p> <ol style="list-style-type: none"> 9) Direct and supervise support staff assigned to them and where appropriate, other teachers. 10) Contribute to the recruitment, selection, appointment and professional development of other teachers and support staff. 11) Deploy resources delegated to them. <p>Professional development</p> <ol style="list-style-type: none"> 12) Participate in arrangements for the appraisal and review of their own performance, and, where appropriate, that of other teachers and support staff. 13) Participate in arrangements for their own further training and professional development, and, where appropriate, that of other teachers and support staff including induction. <p>Communication</p> <ol style="list-style-type: none"> 14) Communicate with pupils, parents and carers. <p>Working with colleagues and other relevant professionals</p> <ol style="list-style-type: none"> 15) Collaborate and work with colleagues and other relevant professionals within and beyond the school. 			
<p>Specific responsibilities: To be confirmed with individual candidate on the basis of Performance Management process.</p>			

Other clauses:

1. The above responsibilities are subject to the general duties and responsibilities contained in the Teachers Pay and Conditions document (TPCD).
2. This job description allocates duties and responsibilities but does not direct the particular amount of time to be spent on carrying them out and no part of it may be so construed.
3. The job description is not necessarily a comprehensive definition of the post. It will be reviewed at least once a year and it may be subject to modification or amendment at any time after consultation with the holder of the post.
4. This job description may be varied to meet the changing demands of the academy at the reasonable discretion of the Principal.
5. This job description does not form part of the contract of employment. It describes the way the post holder is expected and required to perform and complete the particular duties as set out in the foregoing.
6. Postholder may deal with sensitive material and should maintain confidentiality in all academy related matters.

Safeguarding

We are committed to safeguarding and protecting the welfare of children and expect all staff and volunteers to share this commitment. A Disclosure and Barring Service Certificate will be required for all posts. This post will be subject to enhanced checks as part of our Prevent Duty.

PERSON SPECIFICATION

	ESSENTIAL	DESIRABLE
QUALIFICATIONS AND EXPERIENCE	Good Honours degree in History or Geography Qualified Teacher Status	A least 2 years' experience of teaching History/ Geography at KS3 - 5
SKILLS AND ABILITIES	Good/ outstanding classroom teacher. Ability to motivate and interest pupils. Ability to set and attain high standards from pupils. Effective approaches to behaviour management. A secure knowledge of the importance of data to measure and extend progress.	Ability to use ICT
PERSONAL QUALITIES/ABILITY TO FIT INTO A TEAM	Sets self-high standards and targets. High degree of commitment to subject and teaching children. Generosity with personal time and effort. Good interpersonal and communication skills The ability to foster good working relationships with students, staff and parents.	
OTHER		Willingness to contribute to extra-curricular activities
CONTRA-INDICATIONS	Criminal convictions involving offences against children	