



Job Description

Job Title: Teacher

Reporting To: Head of Department

Job Purpose

To challenge and support all students to do their best through; inspiring trust and confidence, building team commitment, engaging and motivating students, analytical thinking, positive action to improve the quality of students' learning and enabling strong progress for every student, contributing to improving standards through quality of own personal teaching.

Key Responsibilities

- To provide high quality teaching in the subject area whereby students at least good progress in lessons and are suitably challenged.
- Actively promote student achievement through frequent teacher and peer assessment and evaluation.
- Actively seek contact with parents and carers to keep them informed of student progress.
- Maintain good order and discipline among students, safeguarding their health and safety on and off site.
- Keep a planning and assessment folder, use schemes of work and a variety of resources and approaches.
- Contribute to the development of teaching, learning and assessment materials.
- Present and set homework regularly and mark work in line with the department and school policy.
- Reflect on and review individual teaching methods and work. Share practice with departmental staff to drive teaching, learning and assessment forwards.
- Ensure individuals and groups make at least good progress.
- Show evidence of target setting for students so that they are effectively monitored, challenged and able to set challenges for their own learning.
- Keep well informed with regards to contemporary issues in teaching, learning and assessment and take responsibility for personal professional development.
- Take an active role in your own performance management and of others where required.
- Consolidate and extend learning and get students to take responsibility for their own learning.
- Enable all students to be included in learning so that all are able to achieve and enjoy.
- Inspire students in their learning.
- Ensure assessment, recording and reporting practices are maintained at a high level that contributes to school progress.
- Provide high quality reporting to stakeholders.
- Apply a range of successful strategies to manage groups and individuals.
- Ensure all work is conducted in line with school and departmental policy on health and safety.
- Ensure that the school's safeguarding processes and procedures are followed and regular training attended.

- Adhering to and understanding the “Teachers Professional Standards and the school’s Code of Conduct.
- To participate in appropriate meetings with colleagues, parents and others in relation to all of the above duties, to include parent consultation evenings.
- Ensure you take full responsibility for any day duties assigned to you.
- Ensure you take full responsibility for all aspects of being a Form Tutor.
- Support and participate in the social and extra-curricular/informal curriculum life of the school.

Skills:

- Promote the school’s aims positively
- Demonstrate good personal relationships within a team
- Demonstrate effective communication skills to a variety of audiences.
- Create a happy, challenging and effective learning environment
- Deal promptly and effectively with administrative procedures

Additional Responsibilities:

- To engage actively in the performance review process.
- To play a full part in the life of the school community, to support its distinctive aims and ethos to encourage staff and students to follow this example.