

## Job description – Teacher of English (0.8 - FT)



<b>Job title</b>	<b>Teacher of English (0.8 - FT)</b>
<b>Salary range</b>	Main scale (inclusive of Fringe Allowance)
<b>Line management</b>	Reports to Head of English
<b>Purpose of the role</b>  <i>This is a draft job description and the areas of responsibility will be developed to reflect the strengths of the appointee, their areas for development and aspirations</i>	
<ul style="list-style-type: none"> <li>➤ To ensure a safe environment that protects and cares for the students and staff</li> <li>➤ To enable all students to achieve their full potential (social, physical, emotional and intellectual) by developing in them relevant skills, competencies, attitudes, concepts and knowledge</li> <li>➤ To use professional judgement and skill to help students acquire the confidence to tackle all aspects of learning throughout their lives</li> <li>➤ To seek to enhance the self-esteem and self-fulfilment of students through a supportive, encouraging, yet challenging approach to learning</li> <li>➤ To follow direction as established by the Head of Department</li> </ul>	
<b>Responsibilities</b>	
<ul style="list-style-type: none"> <li>➤ To prepare, teach and assess work at KS3 and KS4 in accordance with school and departmental policies</li> <li>➤ To keep appropriate records of assessment of designated groups, and use such data to inform your planning</li> <li>➤ To use a wide variety of teaching styles suited to the needs of individuals and small groups as well as whole classes, ensuring high standards of behaviour for learning throughout</li> <li>➤ To be responsive to the varying and special educational needs of the student community</li> <li>➤ To set targets with students using baseline and other assessment data and to review performance on a regular basis, providing guidance on how to improve</li> <li>➤ To participate fully in the programme of extra-curricular activities and fixtures</li> <li>➤ To assist in the coaching of school teams</li> <li>➤ To care for the school environment and take responsibility for your own teaching spaces, ensuring they are educationally stimulating to promote learning</li> <li>➤ To work collaboratively with others and contribute your own particular talents and skills to support school improvement and the achievement of the school and subject development plans</li> </ul>	

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- To support actively the aims and policies of the school and be a proactive and effective member of staff, making a positive contribution to the broader life of the school.
- To take responsibility for your own professional development including attending and contributing to subject meetings and In-Service Training, and to engage fully in the school's Performance Management process.
- To promote and protect the health and safety and welfare of the students and staff, ensuring the welfare of children and young people is safeguarded and promoted in line with best practice
- To take responsibility for promoting and safeguarding the welfare of children and young people within the school
- To have a concern for the academic and general welfare of students in your care during specific lessons
- To support the pastoral work of the school, including being a form tutor and contributing to teaching Personal, Social, Health and Citizenship Education as required.
- To make a contribution to the broader life of the school.
- To undertake any professional duties as reasonably delegated by the Head.

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Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken has not been identified.

As per part 7 of the Immigration Act 2016, "the ability to converse with ease with members of the public and provide advice in accurate spoken English" is an essential requirement for this role.