# Job Description

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| Job Title | **Computer Science and ICT Teacher** |
| Location | **The Oxford Academy** |
| Hours | Full-time |
| Contract Type | Permanent |
| Reporting To | Subject Leader – ICT & Business Studies |

**Job Purpose**

* To be an effective professional who demonstrates good curriculum knowledge and is an enthusiastic teacher that can assess effectively and take responsibility for students’ progress.

* To deliver a range of computing, programming and ICT lessons across Key Stage 3.
* Deliver and plan lessons using OCR GCSE Computer Science current specification for Key Stage 4 and BTEC National Level 3 ICT at Key Stage 5.

**Key Teaching Responsibilities**

* To demonstrate essential professional characteristics as outlined in the current School Teachers Pay and Conditions document.
* Effectively teach interesting and well planned lessons in ICT and Computer Science.
* Inspire trust and have confidence in students, helping them to progress.
* Have the ability to motivate students in all year groups through excellent classroom practice and knowledge helping them to achieve excellent results.
* Ability to teach KS5 BTEC National Level 3 ICT.
* Have the capacity to work collaboratively as part of a team.
* Have excellent organisational and ICT skills.
* Be willing to be a form tutor.
* To be able to demonstrate analytical reflective thinking and show commitment to further professional development.

**Additional Responsibilities**

* Implementing school policies relevant to the Key Stage including those relating to behaviour, homework, assessment/marking, literacy, numeracy, ICT, computing and the use of digital technology.
* Ensuring that all students can (and do) make at least the minimum expected progress within the key stage.
* Ensuring that effective tracking of students’ progress is in place throughout the classes that you teach; through accurate identification, any intervention is supported by intervention programmes whose impact is closely monitored.
* Setting and moderation of internal examinations.
* Moderation of examination coursework.

**Generic Responsibilities**

* Comply with policies and procedures relating to safe guarding, child protection, health

and safety and security, confidentiality and data protection, reporting all concerns to

the appropriate person;

* contribute to the overall ethos, work and aims of the Academy.

**This job description is written at a specific time and is subject to change as the demands of the organisation and the role develops. The role requires flexibility and adaptability and the employees of the Academy need to be aware that they may be asked to perform tasks and be given responsibilities not detailed on this job description.**

**Personal Specification**

**Computer Science and ICT Teacher**

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|  | **Essential** | **Desirable** | **Method of assessment** |
| Knowledge/Experience | A good honours degree in a relevant subject.  A teaching qualification NQT or Qualified Teacher Status (QTS).  Familiarity with national strategies.  A clear philosophy on how and why the subject should be taught. | Experience of developing and leading curriculum initiatives with particular reference to the specialist area.  A good understanding of curriculum developments in the specific subject area.  Experience of successful development planning (if appropriate).  Awareness of current successful initiatives to improve literacy (if appropriate). | Application, interview & assessment. |
| Skills | Ability to assist in the planning and implementation of a vision to take the faculty forward in line with the Academy developments and in the direction consistent with the Academy’s vision.  Ability to enthuse a desire for learning and development in students at Key Stage 3,4 & 5  Able to use a range of teaching & learning strategies.  An understanding of how assessment for learning can improve student performance.  Able to use student level data to raise standards.  Knowledge & understanding of how ICT can be used in the teaching of the subject to enhance student learning  A confident and competent user of ICT.  Good communicator with the ability to work in a small team often taking responsibility to support other in the faculty. | Ability to understand, analyse and make effective use of a wide range of data. | Application, interview & assessment. |
| Behaviour Skills | Be willing to undertake further training.  To have and sustain a good level of attendance at work.  Enjoy working with students and other adults and have an enthusiastic passion for seeing students achieve and develop as young people.  Is committed to the values of the Academy and a willingness to contribute to all areas of Academy life.  A willingness to show flexibility in working arrangements in terms of duties and working hours/pattern to meet emergencies and changed circumstances.  Can maintain a personal appearance that sets high standards for students and colleagues as interpreted by the Head teacher. |  | Application and interview. |