

THE COOPERS' COMPANY & COBORN SCHOOL



TEACHER OF POLITICS JOB DESCRIPTION

POST: Teacher of Politics

Teaching and Learning

1. To be accountable for the highest standards of teaching, learning and student achievement in the faculty and working with the department to review the quality of teaching and learning on a regular and systematic basis
2. Ensure curriculum coverage (by schemes of work and syllabuses), continuity and progression for all pupils including those of high ability and Special Educational Needs & Disability.
3. Ensure effective development of pupils' numeracy and ICT skills through the curriculum.
4. Bring innovative teaching and learning practices to the school. Keep abreast of subject developments and bring these to the School. Engage with school-wide learning initiatives and lead these in the Faculty.
5. Establish the highest expectations of achievement and behaviour of pupils by teachers. Ensure that behaviour for learning is enforced through effective use of internal de-classing, teacher and faculty detentions and regular communication with parents and pastoral leaders.
6. Set and monitor effective targets for all students within the faculty in conjunction with your colleagues
7. Liaise effectively with the examinations officer when necessary, ensuring all entries are made in line with deadlines.
8. Develop effective links with the local community and businesses, partner primary schools, local secondary schools and colleges where appropriate
9. Organise curriculum enhancement events that raise the profile of Religious Studies across the school.

TEACHING DUTIES

1. To have a secure and up to date knowledge and understanding of concepts and skills necessary to teach Politics at A Level.
2. To plan teaching to achieve progression in pupils' learning in line with agreed expectations/targets.
3. To establish and maintain a purposeful working atmosphere which supports learning.
4. To set homework and mark in line with school policies.
5. To assess, record and report on pupils' progress.
6. Attend and contribute to departmental, faculty and staff meetings and to assist with the implementation of area improvement plans
7. To communicate and consult with parents of students as necessary, (including telephone calls, emails, meetings, parental meetings etc).
8. To exploit opportunities to improve basic literacy, numeracy and ICT skills.
9. To participate in staff development opportunities and accept responsibility for own professional development.
10. To prepare students for examinations and participate in examination arrangements.
11. To carry out the role of form tutor as required.

These duties may be varied to meet the changing demands of the school at the reasonable discretion of the Headteacher. This job role profile does not form part of the conditions of employment – it describes the way in which the post holder is expected and required to perform.

Signed: Date:
Employee

Signed: Date:
Line Manager