

## **JOB DESCRIPTION FOR TEACHER OF ICT & VOCATIONAL STUDIES**

This role is open to applications from both newly qualified and experienced ICT teachers.

### **Job Purpose**

Through effective teaching and consistent adherence to the school's educational aims and policies, to be responsible for helping pupils to realise their learning potential

### **Duties and Responsibilities**

- To value and contribute to the school's achievement culture, to its commitment to raising standards of performance, and to its ethos of promoting creativity and developing leadership
- To implement all whole-school policies so that students' learning, health and safety are consistently supported
- To promote literacy, numeracy and oracy across the curriculum
- To attend and participate in all scheduled meetings in accordance with the school's published calendar
- To share in supervisory duties in accordance with the school's published rotas
- To be conversant with all published school information
- To keep lesson registers and to record details of classwork and homework set for students
- To participate in public and internal examination arrangements together with any other review or assessment programmes and to report on these in accordance with published schedules
- To contribute to the formulation and implementation of departmental and faculty policies
- To be responsible for your teaching room with regard to its good order, appearance, health and safety
- To be responsible for the best use, supervision and security of any resources allocated to you
- To share in the responsibilities of your faculty and of your own specific subject/s
- To comply with the school's Health and Safety Policy