



Job Description

Post title	English Teacher with lead responsibility for KS3
Academy	Haberdashers' Aske's Knights Academy
Grade	MPS/UPS + TLR2 (A-C) + ILW
Responsible to	Head of Department

Summary of the overall purpose of the job

The core purpose of this post is to contribute to the continuing development of the English curriculum and to the overall development of the department. This role will specifically focus on the development of KS3 English, however, will involve the teaching of all age groups. It is expected that the successful candidate will consistently plan and deliver outstanding lessons within the department. The Academy offers English at Key Stage 3, at GCSE and at Post 16 Level. We are looking for an innovative and forward-looking individual who can inspire students and contribute fully to a very active English team. A keen interest/experience in Gifted & Talented, SEN and Assessment for Learning initiatives is desired.

Key responsibilities and objectives of the job

- To lead the department in the development and progress of KS3 English.
- To take lead point on the organisation of the KS3 curriculum.
- To work within and contribute to established academy and department frameworks for Lesson planning, delivery and evaluation
- Student behaviour and care
- Student assessment
- To actively contribute to the teaching of English across all age and ability ranges
- To remain informed of current developments in the subject area, to participate in INSET and to initiate change where appropriate
- To devise innovative, challenging schemes of work
- To consistently plan and deliver outstanding lessons, ensuring that a variety of teaching resources are utilised
- To ensure that students' work is marked regularly and conscientiously, in accordance with the academy marking policy
- To set and mark internal examinations and tests as required
- To demonstrate good knowledge of a wide range of teaching methods and to implement these in the classroom
- To be fully equipped with the new changes in curriculum and have strategies to implement them.
- To be fully committed to and actively contribute to the academy house and enrichment activities programme
- To possess excellent ICT skills and use these as a core tool in the teaching of English.
- To coordinate links between KS3 & KS4 curriculum.

General responsibilities and objectives
<ul style="list-style-type: none">• To provide accurate information for parents as directed by academy and department policy and to attend parents' evenings and other presentation meetings as directed• To work within the academy framework with regard to Health and Safety• To promote equal opportunities in the academy• To actively promote the aims and ethos of the Federation / Academy• To support the Academy's commitment to the continued professional learning of all staff• To undertake any additional duties as may reasonably required by the CEO or Principal

Please note

This job description reflects the core activities of the role and as the Federation and the post-holder develop there will inevitably be changes in the emphasis of duties. It is expected that the post-holder recognise this and adopt a flexible approach to work and be willing to participate in training.

If changes to the job become significant, the job description should be reviewed formally by the post-holder and line manager.

16/09/2016

Person specification

Criteria	E S S E N T I A L	D E S I R A B L E	HOW IDENTIFIED AND ASSESSED
			AP Application AS Assessment I Interview P Presentation R References
Education/qualification and training			
• Is a well-qualified graduate	x		AP
• Has a teaching qualification	x		AP
Knowledge/skills			
• Can teach English at KS3, KS4 & KS5 and who has some knowledge of the primary English curriculum	X		AP/I
• Is committed to students continuing to study English beyond Key Stage 4	X		I/R
• Is committed to individual learning pathways and assessment for learning	X		AP/AS
• Can motivate students at all levels of ability, thus ensuring that all students fully access the English curriculum	X		AS/R
• Will play a full and active role in the wider development of the Academy	x		I
• Has keen organisational skills and the ability to multitask and delegate.	X		AP/I/R
Experience			
• Proven track record of raising educational standards	x		AP/I
• Curriculum and/or pastoral experience, ideally within KS5		x	AP
Personal characteristics/other requirements			
• Is a 'can do' person who works positively and collaboratively	x		AP/I/R
• Is passionate, energetic, versatile and creative about their subject and teaching in general	x		AP/I/R
• Is a strong team player	x		I/R