

Job Title: Main Scale Teacher

Responsible to: Head of Department

Remuneration: Teacher Banding

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| * All personnel are to share in the corporate responsibility for the expectations and vision of the school and the well-being of all pupils and staff. Furthermore, all personnel are required to work within the co-operative principles. * This job description is to be performed in accordance with the School Teacher’s Pay and Conditions document. |

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| **KEY RESPONSIBILITIES**  **MAIN DUTIES:**  Planning     * To plan and prepare lessons. * To assist in the development of appropriate syllabi,   resources, schemes of work, assessment and marking  policies and teaching strategies in the Curriculum Area.   * To contribute to the Curriculum Area and the department's   development plan and its implementation.   * To provide accurate and relevant data/information to assist   in the tracking of pupils' achievement and attainment.    Teaching   * To teach, according to the pupils' educational needs,   including the setting and marking of work to be carried  out by the pupil in school and elsewhere.   * To identify individual learning styles and accommodate   them in the preparation of schemes of work and lessons.   * To provide, or contribute to, oral and written   assessments, reports and references relating to  individual pupils and groups of pupils.   * To ensure that ICT, literacy and numeracy are reflected   in the teaching/learning experience of pupils.   * To ensure a high quality learning experience for pupils   which meets internal and external quality standards.   * To prepare and update subject materials. * To use a variety of delivery methods which will stimulate   learning appropriate to pupil needs and the demands of  the syllabus.   * To apply the Behaviour Management systems to   maintain effective discipline so that effective learning  can take place.   * To implement Intervention Strategies to improve pupil   achievement and attainment.   * To undertake assessment of pupils as requested   by external examination bodies, departmental and  school procedures.   * To mark, grade and give written/verbal and diagnostic   feedback as required.   * To share good practice and contribute to a whole school   ethos which seeks to continuously improve the quality of  teaching and learning.  Curriculum Development   * To assist in the process of curriculum development   and to ensure the continued relevance of the subject  curriculum to the needs of pupils.   * To ensure that the delivery of teaching and learning in   the classroom meets the needs and requirements of the  Examining and Awarding bodies.   * To ensure that the delivery of teaching and   learning in the classroom complements the  schools’ objectives.  Staff Development     * To take part in the school's staff development programme by participating in arrangements for further training and continuing professional development (CPD). * To continue personal development in the relevant areas including subject knowledge and teaching strategies and methodologies. * To engage in the Performance Management Process. * To ensure the effective/efficient deployment of teaching assistance in the classroom when provided.   Quality Assurance   * To take part in the Quality Assurance Programme. * To contribute to the process of monitoring and evaluation of the curriculum area/department in line with agreed school procedures, including evaluation against quality standards and performance criteria * To review methods of teaching and programmes of study on a regular basis.   Professional/Personal Development and Well Being   * To play a full part in the life of the school community, to support its distinctive mission and ethos and to   encourage staff and pupils to follow this example.   * To promote the school's policies. * To continue personal development as agreed. * To comply with the school's Health and Safety policy and undertake risk assessments as appropriate. |

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| **PERSON SPECIFICATION** | | |
| **ATTRIBUTES** | **ESSENTIAL** | **DESIRABLE** |
| **RELEVANT EXPERIENCE** | * Evidence of a good working knowledge of Languages. * Varied teaching experience across the age and ability range up to GCSE level * (Teacher Training Experience acceptable) * The abilitv to work effectivelv as part of a team. * The abilitv to take the initiative when needed. * Excellent communication skills. * Excellent ICT skills. * Good organisational skills. * The ability to plan, organise and deliver lessons which cater for all abilities. * The ability to employ a range of strategies to promote good behaviour. |  |
| **EDUCATION / TRAINING** | * Good Honours Degree or equivalent. * Qualified Teacher Status |  |
| **SPECIAL SKILLS AND KNOWLEDGE**  **PERSONAL QUALITIES** | * Excellent subject knowledge. * Knowledge of the public examination requirements. * Knowledge of what constitutes good teaching. * Assessment strategies and how effective assessment supports learning. * Knowledge of E-leaming. * A commitment to providing high quality learning and teaching. * The abilitv to enthuse and inspire students. * A commitment to working collaborativelv with parents/carers and with other staff. * A commitment to professional development. * Vision and imagination. * A commitment to promoting positive attitudes and values. * The abilitv to work under pressure. * A willingness to respond positively to changing needs and circumstances. * The abilitv to establish good personal relationships. |  |

The School reserves the right at any time during the employment of the Employee upon reasonable notice to require the Employee to undertake any duties which fall within his/her capabilities and which are necessary to meet the needs of the business.

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| Signed |  | Member of staff |  | Date |  |
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| Signed |  | Line Manager |  | Date |  |