**Job Description: ICT & Computing Teacher**

**Role Specific**

1. Plan, prepare and deliver outstanding lessons to provide students with the opportunity to achieve their maximum potential in areas of ICT, business studies and Computing
2. Ensure that all lessons taught are engaging and stimulating taking into account individual needs of the students
3. Manage, develop and share resources to enhance teaching of ICT and Computing
4. Monitor student progress, identify appropriate intervention strategies and adopt an appropriate actions for underachieving students where required
5. Develop and share resources for the course/subject, including maintaining effective links across the Trust for resources
6. Deliver enrichment and enhancement activities
7. Maintain comprehensive, up to date, student/course/subject records and provide information as requested in addition to fulfilling the administration and assessment requirements of the relevant examining body
8. Be responsible for the appropriate administration of exam entries (e.g. KS3 and 4)
9. Ensure close liaison and good communications with other staff in matters concerning students
10. Maintain up-to-date subject knowledge, Review own professional development and maintain professional teacher standards.
11. Use Trust systems to track and communicate student progress

**Student Responsibilities**

1. Value and support students to achieve their full potential
2. Have high expectations of behavior and academic achievement for all students at all times
3. Effectively manage the behavior of students using positive behavior strategies to ensure learner’s engagement in lessons
4. Participate in relevant meetings with colleagues, parents and be involved in links with external agencies as part of curriculum enrichment.
5. Carry out the role of a form tutor.

**Trust Responsibilities**

1. Share the Trust’s Vision, Mission, Values and Behaviours and communicate them effectively
2. Participate in Staff Review and Professional Development activities, and be actively involved in the Trust’s culture of high expectation
3. Value diversity and promote equality
4. Engage in marketing activities and liaison with employers and the wider community in line with Trust strategies
5. Contribute to cross-Trust events
6. Adhere to Trust policies and procedures including Health and Safety
7. Be responsible for safeguarding and promoting the welfare of children and young people
8. Any other duties that the Head Teacher considers appropriate

**Person Specification: ICT & Computing Teacher**

**Qualifications and Attainments**

Qualified Teacher with QTS

Degree in a relevant subject area

A higher degree or advanced qualification

**Training, Experience and Knowledge**

Successful teaching experience in a relevant subject area

Thorough knowledge of the National Curriculum

Demonstrate a student centered approach to teaching, including an appreciation of inclusive provision and practices

Ability to implement creative strategies for raising attainment in literacy and numeracy

Knowledge and experience of writing lesson plans, developing resources and assessing student’s work

Experience of working in partnership with parents/carers to facilitate effective links between home and school

**Personal Skills and Attitudes**

Display initiative, be positive and enthusiastic

Demonstrate a commitment to equality and diversity, customer service and quality assurance

Essential

Essential

Essential

Essential

Essential

Essential

Essential

Essential

Desirable

Essential

Essential