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| **Job Title** | Teacher of English |
| **Reports to:** | Headteacher |
| **Grade:** | MPS / UPS + SEN Allowance |

We are looking to appoint an enthusiastic, self-driven, flexible and talented Teacher to teach English across Key Stages 3, 4 and 5. Candidates must be able to convey the subject to pupils and students who have a range of abilities and monitor and assess to ensure the best possible progress. The successful candidate will have a commitment to developing outstanding practice and a passion for making a difference to the education and lives of our young people by building positive and supportive relationships.

Applications are welcome from both NQTs and experienced teachers. Experience of working within a SEN setting is desirable, but not essential.

**JOB PURPOSE:**

We require an exceptional teacher of English, who is passionate about providing the best possible education and care for vulnerable students. The post will be based at our Eden school in Blackburn which is a brand new, bespoke, state of the art building.

This post involves teaching English up to GCSE level, along with other appropriate qualifications, as well as supporting none specialist teachers in delivering English to Key Stage 3 students. Significant training, time and support will be given to be confident in delivering high quality learning. Alongside the upper school teaching it provides an exciting opportunity to develop other teachers who are teaching English as part of a thematic primary teaching model at Key Stage 3.

This position would suit a teacher with a proven track record of exceptional practice, who is able to work with vulnerable pupils with social, emotional and mental health difficulties (SEMH). It would suit an individual who is passionate about making a real difference to student’s life chances and supporting them in achieving their potential in essential life skills, which is a high priority for the Education Partnership Trust. The ability to be creative and use imaginative flair to engage is essential, along with having resilience, drive and high expectations to inspire students to achieve. As we are a growing Academy it may also provide an opportunity of further leadership opportunities in the future.

The Education Partnership Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

If you would like to discuss or find out more about this post, please contact John McDonald, Acting Headteacher, via email: [johnmcdonald@edenschool.org.uk](mailto:johnmcdonald@edenschool.org.uk)

To apply please complete the on-line application form or alternatively upload an up to date CV and covering letter, of no longer than two sides of A4. The letter should outline why you feel your experience makes you a strong applicant for this exciting opportunity, highlighting areas in which you have shown impact.

The deadline for electronic submissions is Noon XXXXXXXX

We anticipate that interviews will take place week commencing XXXXX 2018

Useful Links:

We are committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment. The successful candidate will be subject to a Disclosure and Barring Service (DBS) check.

We promote diversity and want a workforce which reflects the population of East Lancashire

**JOB DESCRIPTION:**

**Key Areas of Accountabilities:**

* To ensure a high-quality learning experience for students which meets internal and external quality standards.
* To use creative approaches within curriculum development
* To develop learning programmes within your specialist area
* To supervise support staff
* To liaise with Senior managers and others about pupils
* To maintain an up to date knowledge of key curriculum areas linked to role
* To develop collaboratively curriculum packages and programmes to support pupils needs

**General Duties and Teaching Responsibilities:**

* Responsible for attainment and progress in English for all students at Eden, in line with agreed targets
* Supporting, develop and enhance the teaching practice of others so that they teach lessons that are not judged less than typically good
* Helping to create and manage a caring, supportive, purposeful and stimulating environment which is conducive to children’s learning
* Planning and preparing lessons in order to deliver the National Curriculum, and other accredited areas, ensuring effective breadth and balance
* Identifying clear teaching objectives and learning outcomes, with appropriate challenge and high expectations
* Teaching lessons that are judged to be at least typically good
* Helping to maintain good order and discipline among the students, safeguarding their health and safety
* Organising and managing groups or individual students, ensuring differentiation of learning needs, reflecting all abilities
* Planning opportunities to develop the social, moral, emotional and cultural aspects of students’ learning
* Developing and maintaining a regular system of monitoring, assessment, record-keeping and reporting of student’s progress
* Ensuring effective use of support staff within the classroom
* Ensuring students attain, achieve and make appropriate rates of progress as determined by agreed targets
* To participate in staff meetings as required
* To communicate and consult with parents over all aspects of their child’s education – academic, social and emotional
* To cover in the absence of a colleague
* If required, to be a mentor to a student or group of students and communicate regularly with parents
* To partake in the quality assurance of Eden and promote without prejudice the agreed policies of the school
* Communicating an exciting and stimulating shared vision, which ﬁts within the overall Pivot strategy, and inspires and motivates students, staﬀ and all other members of the school community
* Providing a safe and orderly environment that protects and cares for the young people and staﬀ based at TPA
* Embedding a culture of positivity and motivation
* Ensuring English meets all statutory requirements as deﬁned by Ofsted/ DFE, and other external bodies
* To undertake other roles or responsibilities as determined by the Head Teacher

**Staff Development:**

* To take part in the Academy’s staff development programme by participating in arrangements for further training and professional development.
* To continue personal development in the relevant areas including subject knowledge and teaching methods.
* To engage actively in the Performance Management Review process.
* To ensure the effective/efficient deployment of classroom support.
* To work as a member of a designated team and to contribute positively to effective working relations within the Academy.

**Quality Assurance:**

* To help to implement Academy quality procedures and to adhere to those.
* To contribute to the process of monitoring and evaluation of the subject area in line with agreed Academy procedures, including evaluation against quality standards and performance criteria.
* To seek/implement modification and improvement where required.
* To review from time to time methods of teaching and programmes of work.
* To take part, as may be required, in the review, development and management of activities relating to the curriculum, organisation and pastoral functions of the Academy.

**Management of Information:**

* To maintain appropriate records and to provide relevant accurate and up-to-date information for Management Information Systems (MIS), registers etc.
* To complete the relevant documentation to assist in the tracking of students.
* To track student progress and use information to inform teaching and learning

**Communications:**

* To communicate effectively with the parents of students as appropriate.
* Where appropriate, to communicate and co-operate with persons or bodies outside the Academy.
* To follow agreed policies for communications in the Academy

**Administration**

* To maintain individual student records as necessary and ensure that they are kept up to date
* To monitor student behaviour, attendance and achievement using the Behaviour Log and, in consultation with key staff, decide on appropriate sanctions, interventions and rewards.
* To monitor incidents where students require positive handling and ensure appropriate recording and reporting takes place in accordance with Trust and school policies
* To oversee and undertake the completion of progress checks as appropriate
* To contribute to school reports including writing a summary comment
* To play a full part in preparing students for public examinations and secure appropriate access arrangements by liaising with the SENCo
* To lead revision and preparation for any end of year assessments
* To support students onto KS4 programmes of study
* To oversee student progress on their English examination courses in order to identify underachievement, with a view to establishing and co-ordinating improvement strategies

**Other Specific Duties:**

* To continue personal development as agreed at appraisal.
* To engage actively in the performance review process.
* To address the appraisal targets set by the line manager each Autumn Term.
* To undertake any other duty as specified by School Teachers’ Pay and Conditions Body (STPCB) not mentioned in the above.
* To play a full part in the life of the Academy community, to support its distinctive aim and ethos and to encourage staff and students to follow this example.
* To promote actively the Academy’s policies.
* To comply with the Academy’s Health and Safety policy and undertake risk assessments as appropriate.
* To show a record of excellent attendance and punctuality.
* To adhere to the Academy’s Dress Code.
* To take an active role and responsibility within the other Trust schools as and when required.

Note:

This Job Description forms part of the contract of employment of the person appointed to this post. It reflects the position at the present time only and may be changed at management’s discretion in the future. As a general term of employment, the Trust may affect any necessary change in job content or may require the post holder to undertake other duties, at any location in the Trust’s service, provided that such changes are appropriate to the employee's remuneration and status.

As a term of your contract of employment, the Trust reserves the right to vary your hours of work and require you to work outside the range of your “typical working arrangements” specified in your Statement of Particulars. The Trust reserves the right at its discretion to affect this condition of your employment. Should this be necessary you will be given reasonable notice of any proposed changes.

**PERSON SPECIFICATION**

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| **School:** | Eden School |
| **Job Title:** | Teacher of English |
| **Grade:** | MPS / UPS + SEN Allowance |

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| **No** | **CATEGORIES** | **Essential/ Desirable** |
| **CORE BELIEFS** | | |
| 1. | A relentless approach to securing the improvement of teaching and learning | **E** |
| 2. | A commitment to establishing and maintaining honest, meaningful working relationships with children, school staff, parents, carers and the wider community | **E** |
| 3. | Committed to team work and working collaboratively with colleagues | **E** |
| 4. | Clear vision of what you want to achieve with the department, aligned to Eden’s vision and values | **E** |
| 5. | A commitment to the safeguarding and welfare of all students. | **E** |
| **QUALIFICATIONS AND TRAINING** | | |
| 6. | Qualified to at least degree level | **E** |
| 7. | Qualified teacher status | **E** |
| 8. | Evidence of recent high quality CPD | **D** |
| **KNOWLEDGE AND EXPERIENCE** | | |
| 10. | Ability to deliver consistently high-quality lessons in this subject to students of all ages and abilities | **E** |
| 11. | Experience of teaching preferred subject throughout the Key Stages | **E** |
| 12. | A commitment to continued professional development and a readiness to reflect and self-evaluate to change, improve and develop. | **E** |
| 13. | Knowledge of the requirements of the new National Curriculum in the subject. | **E** |
| 14. | Good knowledge of current educational developments and initiatives relating to the subject and their implications | **D** |
| 15. | An understanding of the ways children learn and how individual needs may be assessed and met | **E** |
| 16. | An understanding of the strategies needed to establish consistently high aspirations and academic / behavioural standards and a commitment to relentlessly implementing these strategies. | **E** |
| **PROFESSIONAL SKILLS** | | |
| 17. | Excellent interpersonal and listening skills and a high degree of emotional intelligence | **E** |
| 18. | The ability to develop positive relationships with all young people | **E** |
| 19. | Well-developed planning and organising skills including time management and prioritisation. | **E** |
| **PERSONAL QUALITIES & ATTRIBUTES** | | |
| 20. | A clear passion for your subject and a willingness to undertake further training | **E** |
| 21. | The ability to enthuse and inspire young people. | **E** |
| 22. | Passion, resilience, maturity and optimism to lead through day-to-day challenges while maintaining a clear strategic vision and direction. | **E** |
| 23. | Confidence and self-motivation to work well and be decisive under pressure | **E** |
| 24. | A high level of honesty and integrity | **E** |
| 25. | A firm and constant belief in the unlimited potential of every student and a commitment to inclusive educational provision | **E** |