**Job Description**

Job Title Teacher of Science

Salary MPS/UPS

Hours of work Full time

Working Time: 195 days / 1265 hours per year (Full time)

Responsible to: Head of Science

Responsible for: The provision of a full and rich learning experience and support for students

**Overall Job Purpose**

* To fulfil the Professional Standards for Teacher (Core), in the context of being a teacher of Science as part of a Subject/Faculty team and as a Form Tutor as part of a Year team
* To implement and deliver an appropriately broad, balanced, relevant and differentiated curriculum for students and to support the Science curriculum.
* To monitor and support the overall progress and development of students as a teacher and as a Form Tutor including the personal development dimension
* To facilitate and encourage a learning experience which provides students with the opportunity to achieve their individual potential.
* To contribute to raising standards of student progress and attainment.
* To share and support the school’s responsibility to provide and monitor opportunities for personal and academic growth.

**Main Duties and Responsibilities**

To meet all requirements as appropriate of the Teachers’ standards.

Teaching & Learning:

• To teach students according to their educational needs, including the setting and marking of differentiated work to be carried out by the student in school and elsewhere

• To assess, record and report on the attendance, progress, development and attainment of students and to keep such records as are required

• To provide, or contribute to, oral and written assessments, reports and references relating to individual students and groups of students

• To ensure that ICT, Literacy, Numeracy and school subject specialism(s) are reflected in the teaching/learning experience of students

• To undertake a designated programme of teaching

• To ensure a high quality learning experience for students which meets internal and external quality standards

• To use a variety of delivery methods which will stimulate learning appropriate to student needs and demands of the syllabus

• To maintain discipline in accordance with the school’s procedures, and to encourage good practice with regard to punctuality, behaviour, standards of work and independent study

• To undertake assessment of students, underpinned by the principles and practice of AfL and as requested by external examination bodies, faculty and school procedures

• To mark, grade and give written/verbal and diagnostic feedback within the guidelines of the department

Operational / Strategic planning & Quality Assurance:

• To assist in the development of appropriate syllabuses, resources, schemes of work, marking policies and teaching strategies in the subject area and faculty

• To co-operate with other staff to ensure a sharing and effective usage of resources to the benefit of the School, department and the students

• To contribute to the Curriculum Area/Department’s development plan and implementation.

• To contribute to educational enhancement activities

• To contribute to the whole school’s planning activities

• To help to implement school quality procedures and to adhere to those

• To contribute to the process of monitoring and evaluation of the faculty/subject area in line with school procedures

Curriculum Provision and Development:

• To assist the Head of Science to ensure that the curriculum area provides a range of teaching which complements the school’s strategic objectives

• To assist in the process of curriculum development and change to ensure continued relevance to the needs of students, examining awarding bodies and our Aims and Strategic Objectives.

Staff Development, Recruitment & Wellbeing:

• To take part in the school’s CPD programme

• To continue personal development 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 school

Communications:

• To communicate effectively with the parents of students as appropriate

• Where appropriate, to communicate and co-operate with bodies outside the school

• To follow agreed policies for communications in the school

• To take part in marketing and liaison activities such as Open Evenings Parents Evenings, liaison events with partner schools.

• To contribute to the development of effective subject links with external agencies.

Care Guidance and Support:

• To be a Form Tutor to an assigned group of students and to contribute to Tutor time and other tutor based curriculum activities

• To promote the general progress and well-being of individual students and of the Tutor Group

• To liaise with a Year Leader to ensure implementation of the Pastoral System

• To register students, accompany them to assemblies, encourage their full attendance at all lessons and their participation in other aspects of school life

• To evaluate and monitor the progress of students and keep up-to-date student records

• To alert the appropriate staff to problems experienced by students and to make recommendations as to how these may be resolved

• To communicate with the parents of students and with bodies outside the school concerned with the welfare of individual students, after consultation with the appropriate staff

• To apply the Behaviour for Learning systems so that effective learning can take place

**General Duties:**

* To play a full part in the life of the school community, to support its distinctive aims and ethos and to encourage staff and students to follow this example.
* To promote actively the school’s corporate policies and to comply with the school’s Health and safety policy and undertake risk assessments as appropriate
* You will be expected to carry out the professional duties of a teacher as outlined in the School Teachers’ Pay and Conditions Document currently in operation.

Notes:

* Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified.
* Employees will be expected to comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this job description.