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**JOB DESCRIPTION FOR TEACHER OF BUSINESS STUDIES**

**AT DERBY MANUFACTURING UTC**

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| **Post: Teacher of Business Studies** |
| **Job Purpose:** To ensure high quality teaching and learning, and high achievement and progress of students in relation to own classes |
| **Responsible to:** Faculty Leader (FL) |
| **Disclosure Level:** Disclosure Barring Service - Enhanced |

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| **Responsibilities in conjunction with the FL**   * To contribute to the effectiveness and impact of Appraisal arrangements within the curriculum area. * To contribute to joint practice development within the Learning Cluster. * To contribute to your curriculum area’s input into school improvement. * To ensure effective contribution to students’ learning and progress. |
| **Accountability within a subject or curriculum area for student development in conjunction with the FL.** To define and agree appropriate improvement targets for own learners.   * To contribute to self-evaluation, using the SEF format, and quality assurance, as a central tool for department improvement and raising student achievement. * To contribute to action plans to respond to findings from observations, sampling, checking and interviews. * To contribute to joint development practice, identifying best and next practice and sharing it with others within the subject and Learning Cluster * To contribute to evaluating the impact of improvement activities on the quality of teaching and learning. * To contribute to meetings so that they are productive and focussed on teaching, learning, inclusion and progress. |
| **Impact on the educational progress of assigned students:**  In conjunction with the FL:   * To monitor and evaluate assessment data to identify trends in student performance and progress, and issues for development. * To promote high expectations of students, identify appropriate attainment and progress targets and ensure that minimum targets are met. * To contribute to the monitoring of student standards and achievement against annual targets with a focus on inclusion, particularly for vulnerable groups – EAL, G&T, SEN, LAC and gender. * To use datato identify exceptional performance and underachievement. * To identify groups requiring strategies for intervention and maintain effective arrangements for managing student behaviour. * To monitor planning, curriculum coverage and learning outcomes. * To review impact of strategies and contribute to reports on the effectiveness of intervention strategies. |

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| **Developing and enhancing own teaching practice:**   * To aspire to be a role model of good classroom practice for other staff. * To participate in evaluating the quality of planning and engage in constructive feedback. * To participate in evaluating standards of teaching and learning, identifying areas of strength and areas for improvement. * To ensure awareness of the needs of inclusion of all students and groups and make provision for this in planning. * To plan and implement strategies to improve own teaching where needed. * To support new staff (as appropriate). | |
| **Knowledge and Skills** | **Subject Teachers should demonstrate / knowledge and understanding of:**   * school improvement and effectiveness strategies including the process of school self-evaluation processes and systems for quality assurance within subject area(s); * principles and practices in relation to effective learning and teaching, * the application of information and communications technology (ICT) to learning and teaching; |
| **Generic Role:**   * To alert the appropriate staff to problems experienced by students and to make recommendations as to how these may be resolved. * To follow school procedures with regard to Child Protection issues. * To play a positive part in the life of the school community, to support its distinctive purpose and ethos and to encourage other staff and students to follow this example. * To implement and deliver an appropriately broad, balanced, relevant and differentiated curriculum for students and to support curriculum area(s) as appropriate. * To monitor and support the overall progress and development of students as a Form Tutor. * 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 attainment. * To share and support the school’s responsibility to provide and monitor opportunities for personal and academic growth. * To work as a member of a designated team(s) and to contribute positively to effective working relations within the school. * To provide information for student references. * Be responsible for promoting and safeguarding the welfare of children and young people (responsible for or who in contact with). * To communicate effectively with the parents/carers of students as appropriate. * Where appropriate, to communicate and co-operate with persons or bodies outside the school. * To take part in liaison activities such as Open Evenings, Parents’ Evenings, Intake Days and liaison events with other schools. * To undertake regular liaison with Teaching Assistants and other classroom support staff to share plans, resources and identify student needs. * To contribute to the preparation of Progress Files and other reports. * To undertake any other duty as specified by School Teachers’ Pay and Conditions Document [STPCD] not mentioned in the above. | |

**This school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment**

**Post subject to Disclosure Barring Service – Enhanced Check**

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**Signed by Postholder**

**Date**

**To be reviewed annually**