

**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.
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| **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.
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| **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).
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| **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;
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| **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.
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**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**