



Star Academies

Nurturing Today's Young People, Inspiring Tomorrow's Leaders

JOB DESCRIPTION

Job Title:	Food Preparation and Nutrition Teacher		
Base:	Tong Leadership Academy		
Reports to:	Vice Principal	Grade:	MPS / UPS
Staff Responsibility for:	As assigned	Term:	Full time Fixed term until 31/08/19
Additional:	As assigned		

JOB PURPOSE SUMMARY:

To contribute to the development of a strong, effective school with an emphasis on promoting a culture of educational excellence, within a caring and secure environment enriched with the values of discipline, mutual care and respect which extends beyond the school into the wider community.

KEY RESPONSIBILITIES AND ACCOUNTABILITIES

1. Strategic direction and development of the school

- a. Provide inspiring and purposeful leadership for the students within a caring and secure environment.
- b. Work in partnership with the Principal, Senior Leadership Team, Local Governing Body, Trust, staff, students and parents in generating the ethos and values which underpin the school enriched by mutual care and respect extending into the local community.
- c. Work within the overall aims and objectives of the school.
- d. Promote and deliver the priorities and policies of the school by contributing to School Improvement and Development Planning, by consistently and persistently implementing agreed policies and initiatives and adhering to the school's ethos within and beyond the school.
- e. Liaise as required with a range of educational partners, internal and external, to underpin the raising of student attainment.
- f. Support the school's home and community liaison work through the appropriate participation in events.
- g. To raise attainment and achievement of all students within the curriculum area and to provide accurate data to monitoring, inform and support student progress.
- h. To develop and enhance own teaching practice.

- i. To assist the Curriculum Leader to ensure the provision of an appropriately broad, balanced, relevant and differentiated curriculum for students studying in the curriculum area, in accordance with the aims of the school and the curricular policies of the school.
- j. To assist in the effective management and deployment of teaching/associate staff, financial and physical resources within the area to support the teaching and learning.
- k. To work within the agreed policies and procedures of the School and Trust.
- l. To carry out the duties of a schoolteacher as set out in the Schoolteacher's Pay and Conditions document.
- m. To meet national teaching standards.
- n. To contribute towards and provide support across the school, within curriculum areas and when on duty or moving around in line with the Trust's ethos and values.
- o. Implement school policy with regard to registration, student absence, dress code and enforce rules relating to behaviour and health and safety.

2. Learning and teaching

- a. Create and maintain an environment and a code of behaviour that promotes and secures good teaching, effective learning and high standards of achievement.
- b. Develop, use and apply subject expertise to secure appropriate and consistent progress for all students across the range of background and ability.
- c. Develop and apply a range of effective learning and teaching strategies to raise the achievement of students, maintaining an up to date knowledge of good practice in Learning and Teaching techniques.
- d. Deliver after-school support and pre-exam intervention sessions as and when required to ensure the highest levels of achievement and attainment.
- e. Deliver subject enrichment activities for learners to consolidate and promote learning in the subject.
- f. Observe and be observed by colleagues and utilise feedback effectively.
- g. Participate in pedagogic discussion and development, in order to share effective practice with colleagues.
- h. Use performance data to inform planning and teaching, including the evaluation of students' progress and setting of appropriate targets for improvement.
- i. Make effective use of links with the community including business and industry, to extend the curriculum and enhance learning and teaching.
- j. Create and maintain an effective partnership with parents to support and improve student and community achievement and personal development.
- k. To develop and share (in consultation with the Curriculum Leader and colleagues) a range of stimulating relevant lessons appropriate to the needs of students, which help to fulfil the aims and objectives of the school.
- l. To liaise with the Curriculum Leader and appropriate Student Progress Leader in all matters concerned with student achievement, learning and assessment.
- m. Be a Tutor to an assigned Tutor Group if required, and deliver the tutorial programme.
- n. Provide information advice and guidance to students at key points in their learning journey.

3. Relationships with others

- a. Participate in the Performance Management Cycle and INSETs.

- b. Participate in the induction of new staff into the school community.
- c. Maintain good working relationships with colleagues, students, parents/carers, governors, the community and Trust and ensure all communication is consistent with the school's ethos.

4. Accountability

- a. Make best use of all resources to support the attainment of students.
- b. Ensure that parents/carers and students are well informed about the curriculum, attainment and progress and about the contribution they can make in supporting their child's learning.
- c. Carry out any such duties as may be reasonably required by the Principal.

5. Leadership and Management

- a. To ensure every student in lessons is achieving their potential through the effective monitoring of student performance and the development of intervention strategies to address their individual performance needs.
- b. To evaluate the effectiveness of own lessons and intervention strategies.

6. Other responsibilities

- a. To act as a professional and positive ambassador for TLA in order to support the ethos and values of the Trust.
- b. To follow the Trust's code of conduct.
- c. To ensure the implementation of the Trust's policies and procedures, and monitor working practices in order to ensure their successful implementation.
- d. To actively promote the Trust's Equal Opportunities, Health and Safety, Safeguarding and Data Protection policies, to ensure that the School operates effectively, fairly, and in line with legislative requirements at all times.
- e. To adhere to and follow the Trust's Child Protection/Safeguarding procedures in order to protect the safety of all children and to ensure others do the same.
- f. To ensure confidentiality of the School's activities is maintained in order to protect the integrity of the organisation and its people.
- g. Promote the Trust's vision of 'nurturing today's young people, inspiring tomorrow's leaders'
- h. Champion the Trust's values of 'Service', 'Teamwork', 'Ambition' and 'Respect'.
- i. Contribute to the wider life of the Trust and the Star community.
- j. Carry out any such duties as may be reasonably required by the Trust.

7. Records management

- a. All staff who create, receive, and use records in the course of their job are responsible for ensuring that records are managed appropriately. It is therefore likely that this post-holder will have responsibility for record-keeping as part of the role. Employees are required to be conversant with the Trust's policies and procedures on records management.

This appointment is with the Trust. The 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 reviewed in negotiation with the employee in the future. The appointment is subject to the terms and conditions outlined in the 'Star Academies Contract'.



Star Academies

PERSON SPECIFICATION

			Assessed by:	
No	CATEGORIES	Essential/ Desirable	App Form	Interview/ Task
QUALIFICATIONS				
1.	A degree qualification (2ii or above) or relevant qualification.	E	✓	
2.	Qualified Teacher Status or working towards qualification.	E	✓	
3.	Evidence of Continuous Professional Development.	E	✓	✓
EXPERIENCE				
4.	To have recent relevant experience of teaching or have had recent relevant teaching practice in a comprehensive/secondary school.	E	✓	✓
5.	Track record of delivering 'outstanding' teaching.	E	✓	✓
6.	Successful delivery of sustained outstanding attainment and achievement.	E	✓	✓
7.	Innovation and creativity to engage, enthuse and progress learners.	E	✓	✓
8.	Partnership and team working.	E	✓	✓
ABILITIES, SKILLS AND KNOWLEDGE				
9.	Ability to teach to GCSE standard.	E	✓	✓
10.	Ability to teach to A Level standard.	D	✓	✓
11.	Ability to deliver effective and outstanding learning and teaching in the classroom.	E	✓	✓
12.	Ability to work independently but to consult and liaise regularly.	E	✓	✓
13.	Ability to meet the challenge of changing educational issues and situations.	E	✓	✓
14.	To have a range of practical strategies to raise achievement and attainment.	E	✓	✓
15.	Ability to deliver the highest standards of classroom and behaviour management.	E	✓	✓

			Assessed by:	
No	CATEGORIES	Essential/ Desirable	App Form	Interview/ Task
16.	Knowledge of curricula, specifications and assessment criteria in main subject area.	E	✓	✓
17.	Ability to prioritise conflicting demands.	E	✓	✓
18.	Ability to set clearly articulated targets, to track progress and adopt strategies towards achieving them.	E	✓	✓
19.	Ability to use ICT and technology in the classroom to deliver engaging lessons and monitor student progress effectively.	E	✓	✓
20.	Ability to communicate effectively, articulately and sensitively with a range of groups and individuals.	E	✓	✓
21.	Ability to provide pastoral support to young people in a form group setting.	E	✓	✓
PERSONAL QUALITIES				
22.	Commitment to delivering after-school and pre-exam sessions as required as well as enrichment opportunities for learners.	E	✓	✓
23.	Highly organised, literate and articulate.	E	✓	✓
24.	Ability to be an effective team member.	E	✓	✓
25.	A passionate belief in the school's mission statement.	E	✓	✓
26.	A strong belief in the value of education in developing citizens.	E	✓	✓
27.	Highest levels of professional and personal integrity.	E	✓	✓
28.	A strong commitment to inclusion and overcoming barriers to learning and achievement.	E	✓	✓
29.	Personal resilience, persistence and perseverance.	E	✓	✓
30.	Commitment to the pursuit of continuous professional development by oneself and others.	E	✓	✓
31.	A passionate belief in the Trust's vision of 'nurturing today's young people, inspiring tomorrow's leaders'.	E	✓	✓
32.	A strong commitment to the Trust value of 'Service'.	E	✓	✓
33.	A strong commitment to the Trust value of 'Teamwork'.	E	✓	✓
34.	A strong commitment to the Trust value of 'Ambition'.	E	✓	✓
35.	A strong commitment to the Trust value of 'Respect'.	E	✓	✓

			Assessed by:	
No	CATEGORIES	Essential/ Desirable	App Form	Interview/ Task
36.	Commitment to support Star Academies agenda for safeguarding and equality and diversity.	E	✓	✓
37.	Sympathetic to and supportive of the Mixed Multi-Academy Trust Model and ethos of the Establishment.	E	✓	✓
38.	Must be legally entitled to work in the UK (Immigration, Asylum and Nationality Act 2006)	E	✓	✓
39.	No contra-indications in personal background or criminal record indicating unsuitability to work with children/ young people. (Enhanced DBS required).	E	✓	✓
40.	Ability to deal with a large multi-level building. (with lifts)	E	✓	✓
41.	Must be able to perform all duties and tasks with reasonable adjustment where appropriate in accordance with the Equality Act 2010.	E	✓	✓
42.	Ability to cope with the requirements of the post which may include working with pupils who have emotional, behavioural or physical difficulties.	E	✓	✓