



Outline Job Description

English Coordinator

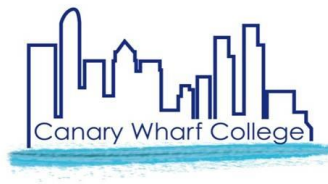
We are looking to appoint a highly-skilled and ambitious English teacher to coordinate the development of an Outstanding English department in the context of an expanding school. The successful candidate will be responsible for leading the development of an inspiring English Curriculum, and establishing the highest standards of teaching, learning and assessment to ensure that all students achieve academic success at GCSE and A level. This role offers exciting opportunities for significant career development towards senior leadership.

Start date: September 2018

Contract type: Full-time

Key Responsibilities

- Uphold and promote the ethos of the school.
- Design an exciting English Curriculum that both fosters pupils' interest and prepares pupils for success at GCSE and A level.
- Liaise with and support your primary colleagues to ensure continuity between the primary and secondary phases.
- Ensure that English has a high profile in the school; identify opportunities to strengthen pupils' reading and writing skills across the curriculum.
- Set consistently high expectations for behaviour and uphold the school's behaviour policy to create a safe and productive learning environment.
- Carefully plan and deliver learning experiences and activities that allow all pupils to achieve excellent outcomes.
- Lead and support teachers to develop excellent teaching practice.
- Design and administer assessments that allow you to monitor pupils' progress towards achieving excellent GCSE and A level results.
- Be responsible for the progress of pupils in English; ensure that sufficient stretch and challenge, as well as additional support is provided where necessary.
- Liaise with parents to ensure that they have a clear understanding of their child's progress and encourage their involvement in their child's learning.
- Order and manage resources needed for effective delivery of the curriculum.
- Seek opportunities for Professional Development.
- Be committed to safeguarding pupils and follow the CWC Safeguarding Policy
- Undertake the duties of a teacher as set out in the Full CWC Job description.
- Align your personal and professional conduct with the CWC Staff Code of Conduct.



Person Specification

Qualifications

- Educated to at least degree level
- Have Qualified Teacher Status

Desired Skills and Experience

We are looking for teachers who:

- Are committed to the school ethos and are eager to contribute to the wider life of the school.
- Are enthusiastic about joining a growing school, and are excited about the opportunities and challenges that come with it.
- Demonstrate an eagerness to learn and try new things.
- Have high expectations for all pupils and are passionate about enabling all pupils to achieve their potential.
- Demonstrate excellent teaching practice and classroom management.
- Have significant evidence of improving the outcomes of pupils.
- Have experience of developing Schemes of Work and working across different Key Stages.
- Are team players with an ability to energise and motivate others.
- Have excellent communication skills, with an ability to empathise with a wide range of individuals.
- Are resilient with an ability to remain motivated when posed with challenging tasks.
- Are reflective practitioners who actively seek feedback and opportunities for development.
- Demonstrate Leadership potential.