

Erith School

Striving for Excellence

JOB DESCRIPTION

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|---|--|
| Post: | Teacher |
| Grade: | |
| Responsible to: | Curriculum Leader |
| Core Purpose: | To teach their subject, discipline, inspiring students to have a passion for their subject and an understanding of its key ideas, concepts and skills. |
| 1. Overall responsibilities: | |
| <ul style="list-style-type: none"> a) To be explicit in modelling and developing models for learning so that students can make connections, and apply their learning in a variety of contexts. b) To continuously improve classroom practice and achieve excellent student outcomes. c) To monitor and support the overall progress and development of students as a teacher/Form Tutor. d) To facilitate and encourage a learning experience which provides students with the opportunity to achieve their individual potential. | |
| 2. Main Duties: To carry out the following professional duties as circumstances may require and in accordance with the School's policies under the direction of the Head teacher, in particular:- | |
| <ul style="list-style-type: none"> a) To ensure that their lessons are well prepared and that they fit in within the School's policy, the requirements of the National Curriculum and GCSE, and that all deadlines are met. b) To carry out a designated programme of teaching, implementing and delivering effectively planned schemes of work. c) To modify the teaching styles to match the needs and aspirations of all students entrusted to their care. d) To maintain a professional interest in the teaching and keep up-to-date with methodology, change and make themselves available for in-service training as and when it arises. e) To create an environment in the classroom which is conducive to all students' learning. f) To prepare and update subject materials. g) To use a variety of delivery methods which stimulate learning appropriate to student needs and demands of the syllabus. h) To ensure a high quality learning experience for students which meets internal and external quality standards. i) To mark, grade and give written/verbal and diagnostic feedback as required and in line with the School's Marking Policy. j) To complete the relevant documentation to assist in the tracking of students and use information to inform teaching and learning. k) To use student data to inform planning for learning, and in particular interventions for students who are underachieving in their lessons. l) To work as part of the team to fulfil assessment requirements. m) To ensure maintenance of up-to-date records of work done, homework set and students' progress and fulfil all reporting requirements. n) To ensure that ICT/literacy and numeracy are reflected in the teaching/learning experience of students. o) To maintain discipline in accordance with the school's procedures, and to encourage good practice with regard to punctuality, behaviour, standards of work and homework. p) To take part in the school's staff development programme by participating in arrangements for further training and professional development. q) To engage actively in the Managing Performance review process. r) To ensure the effective/efficient deployment of classroom support. s) To attend team meetings and contribute to the development and success of the team's core objectives and performance targets. | |

3. Statutory Duties:

This Job Description should be read in conjunction with Teachers' Standards and the current School Teacher's Pay and Conditions Document.

4. Safeguarding

To undertake Safeguarding training and be responsible for promoting and safeguarding the welfare of children and young people in line with the School's Safeguarding Procedure.

5. Health and Safety

The post holder must take reasonable care of their own health and safety and that of any other person who may be affected by their acts or omissions. The post holder must also co-operate with the School on all matters concerning health and safety and not interfere with, or misuse, anything provided for the purpose of health, safety and welfare.

6. Equal Opportunities

The post holder has a responsibility to understand and abide by the obligations laid down in the School's Equal Opportunities Policy and Dignity at Work Policy.

7. Other Duties:

- a) The post holder may be required to carry out duties other than those outlined in this Job Description, as requested by the Head teacher.
- b) The particular duties and responsibilities of the post may vary without changing its general character of level of responsibility. Such variations would not in themselves justify a re-evaluation of the post.
- c) To adhere to all internal policies and procedures.

8. To adhere to the Erith School values:

Excellence – We all strive purposefully to do our best in all that we do, ensuring all students make good or better progress.

Respect – We uphold the core British values of justice, fair play and equality of opportunity for all, regardless of gender, race, culture, religion, sexuality, age or background.

Integrity – We cultivate individual self-esteem, dignity and pride, preparing students to be responsible members of our local community.

Teamwork – To work collaboratively in a positive culture of togetherness, valuing all and treating everyone in the way we would like to be treated ourselves.

Honesty – We are genuine with each other, conscientious in our work and trustworthy in our actions.

I confirm that I have read and agreed this job description, which explains the main duties of my job.

Employee Name:

Employee Signature:

Date:

Erith School

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| TEACHER – PERSON SPECIFICATION | Essential | Desirable | PERSON SPECIFICATION |
|--|-----------|-----------|----------------------|
| Education / Qualifications / Training | | | |
| Graduate in relevant subject with Qualified Teacher Status | ✓ | | |
| Good Honours Degree / PGCE | ✓ | | |
| Higher degree or evidence of further study | | ✓ | |
| Experience | | | |
| Successful completion of teaching practice and PGCE / NQT | ✓ | | |
| Experience of teaching and maintaining the professional teaching standards | ✓ | | |
| Experience in large secondary school | | ✓ | |
| 6 th Form experience | | ✓ | |
| Knowledge | | | |
| Knowledge of safeguarding, equality and diversity issues in education | ✓ | | |
| Good subject knowledge and passion for the subject | ✓ | | |
| Knowledge of National Curriculum and initiatives, including 6 th form developments | ✓ | | |
| Good knowledge of pedagogy, how students learn and teaching and learning styles | ✓ | | |
| Knowledge of effective assessment strategies | ✓ | | |
| Ability to analyse and interpret data effectively and act upon the information | | ✓ | |
| Skills / Abilities | | | |
| Ability to develop and maintain effective working relationships with students at all levels of ability | ✓ | | |
| Ability to teach good or outstanding lessons | ✓ | | |
| Strong behaviour management | ✓ | | |
| Ability to inspire, challenge and motivate students | ✓ | | |
| Ability to work effectively under pressure and meet tight deadlines | ✓ | | |
| Ability to think creatively to anticipate and solve problems | ✓ | | |
| Ability to demonstrate sound balanced judgement with decisiveness, flexibility and integrity | ✓ | | |
| Personal Qualities | | | |
| Commitment to the highest standards for child protection | ✓ | | |
| Inclusion and a positive, “can do” approach to learning | ✓ | | |
| A supportive ethos of enhancement, study support and extra-curricular activities | ✓ | | |
| Flexible working practices and willingness to go that “extra mile” | ✓ | | |
| High standards and expectations of self and others | ✓ | | |
| Commitment to equality of opportunity for all students | ✓ | | |
| Resilience and ability to work under pressure | ✓ | | |
| Willingness to raise the profile of your subject within the school | | ✓ | |