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**JOB DESCRIPTION**

**TEACHER OF BIOLOGY**

This is an excellent opportunity for a well-qualified, enthusiastic and friendly Teacher of Biology to join our dynamic and high-achieving department. We are seeking a candidate with a strong passion for the subject who is self-motivated, innovative and able to deliver creative and exciting lessons to inspire the students. It is expected that the successful applicant will be able to stretch the most able Sixth Form pupils who are en route to Oxbridge, medicine, veterinary science or similar destinations, whilst also being able to engage and enthuse pupils across the ability range in all Key Stages. The successful candidate will be expected to take on a house tutor role and contribute to the extra-curricular life of the school. An ability to teach another subject, such as Psychology, is desirable.

All teachers are appointed by the Headmistress and are expected to:

* Plan and prepare relevant material to teach classes allocated to them, according to the policies of the department(s) to which they are accountable. Keep a record of their teaching.
* Set and mark pupil's work regularly and appropriately for the subject(s) taught; record marks, monitor and assess progress and write reports as required.
* Participate in the arrangements for preparing and assessing pupil's work for public examinations.
* Work positively and co-operatively as a member of a team to include liaising and working with colleagues in operating mark schemes, researching materials, keeping abreast of new developments and developing new courses.
* Take a full part in professional development including training.
* Share in pastoral responsibility for all pupils in school and especially for those in their tutor or teaching groups, liaising where appropriate with pastoral staff.
* Maintain good order and discipline among pupils, safeguarding their health and safety at all times when they are the responsibility of the school. The teacher must be familiar with the school and departmental policies on discipline and health and safety.
* Share in supervisory and general duties; uphold good standards of behaviour and punctuality among pupils.
* Attend staff meetings and participate in working groups as required.
* Attend Assemblies and as often as is reasonable other school functions, playing an active part in wider aspects of school life including extra-curricular activities.
* Attend Parents' Evenings.
* Be a part of the School's performance management programme.
* Adhere to School policies.
* Undertake any other reasonable task requested by the Headmistress.

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**PERSON SPECIFICATION**

**TEACHER OF BIOLOGY**

The successful candidate will be required to fulfil all of the duties, as outlined above. In addition to this, the candidate should:

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| Qualifications and experience | * Degree level qualification
* Post graduate professional qualification e.g. PGCE
* Strong level of scholarship in Biology
* An ability to teach another subject, such as Psychology, is desirable
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| Professional skills | * Have a strong passion for the subject and its energetic and accessible delivery in the classroom
* Have strong interpersonal skills
* Deliver engaging lessons
* Ability to present information clearly, adapting style to suit individual situation and needs
* Ability to inspire confidence in the girls so that they may ask questions and articulate their own understanding
* Good numeracy and literacy skills
* An ability to analyse data and to report on the outcomes, clearly
* The ability to prioritise effectively
* Competence in the use of ICT to support teaching and learning and as a data tool
* Excellent time management and organisational skills with a high level of efficiency, planning and foresight
* The capacity to work accurately under pressure with attention to detail.
* Confident practical skills
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| Personal qualities | * Ability to think creatively and demonstrate initiative, dealing calmly with different situations as they arise
* High professional standards and expectations of pupils and yourself.
* Ability to innovate
* A good role model for students
* Ability to establish positive relationships with teaching and non-teaching staff and pupils
* A personal love of the subject and a love of learning
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| Philosophy and Ethos | * A commitment to safeguarding and promoting the welfare of children and young people
* Ability to form and maintain appropriate relationships and personal boundaries with children
* Support for the school’s strategic vision of scholarship, adventure and integrity.
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