



Job Description and Person Specification

Job Title

Teacher of Physical Education

Responsible to

Head of Department

Functional links

PE department, other academic and pastoral staff across Taunton School

Contract

Permanent, full time

Salary

Competitive based on skills and experience

Purpose of the Role

- To teach core and academic Physical Education across the age-range (Years 9-13), including GCSE, A-Level and Sport and Exercise Science Extended Diploma BTEC, to the highest standards;
- To teach Games.

Key Duties and Responsibilities

Curriculum

- Plan and prepare courses and lessons so that effective teaching takes place within the classroom;
- Teach according to the educational needs of the pupils within the expectation of the School, as interpreted by the Head of Department;
- Prepare pupils thoroughly for the appropriate public examinations;
- Mark and moderate coursework as required by the Head of Department;
- Promote the use of Information Technology within the curriculum;
- Set and mark pupils' work and keep a record of pupils' performance as is required for internal assessment and external examination;
- Report through orders and reports the progress, attainments and efforts of the pupils in accordance with agreed School policy;
- Assist in the production of reports and testimonials as needed from time to time during the year;
- Assist the Head of Department in developing new courses, teaching methods and materials as is appropriate;

- Attend such courses as are agreed by the Head of Department or Headmaster, which should help in the development of teaching skills;
- Take care of the teaching resources that are made available, including the general fabric of the School;
- Undertake such tasks, within the Department, that the Head of Department might reasonably request.

General

- Promote the general progress and well-being of individual pupils;
- Assist in monitoring the appearance and general behaviour of pupils around the School, maintaining good order and sound discipline among pupils, including safeguarding their health and safety;
- Be actively involved in the School’s pastoral and academic tutorial system;
- Implement the School’s agreed policies;
- Participate in the School’s appraisal programme;
- Be actively involved in the extra-curricular programme;
- Cover for absent colleagues, do examination invigilation and other duties as required;
- Participate in School based INSET;
- Assist with administrative, organisational other tasks as may reasonably be requested by the Head of Department, the Senior Management Team or the Headmaster;
- Perform any other duty that the Headmaster from time to time might reasonably request.

Communications and Meetings

- Attend Staff, Department and other meetings as appropriate;
- Support effective communication by forwarding documentation or memos to the relevant staff;
- Assist with the Department’s contribution to the School marketing effort;
- Preserve and foster the good name of the School in all dealings with the wider public.

Person Specification

	ESSENTIAL	DESIRABLE
QUALIFICATIONS	<ul style="list-style-type: none"> • Relevant qualifications in PE • Qualified teacher status 	<ul style="list-style-type: none"> • Demonstrable record of CPD • Coaching qualifications from governed national bodies
EXPERIENCE	<ul style="list-style-type: none"> • Record of very good classroom practice • Demonstrable record of teaching PE to senior school students 	<ul style="list-style-type: none"> • Experience of leading successful professional development activities • Experience of organising and running PE fixtures and trips •
SKILLS	<ul style="list-style-type: none"> • Able to integrate new technologies into teaching practice • Highly organised • Immaculate record keeping • Strong and effective classroom practice • Dedication to ensuring that all children achieve their very best • Excellent interpersonal skills 	

	ESSENTIAL	DESIRABLE
	<ul style="list-style-type: none"> • Ability to work independently and as part of a team 	
ATTITUDES & APPROACH	<ul style="list-style-type: none"> • Professional • Enthusiastic and perceptive • Passionate about teaching and learning • Desire for continual development and improvement • Collaborative and team-working approach • Shared responsibility approach • Positive “can do” attitude • A desire to develop and help others • Resilient • Personable and approachable • A willingness to enter into the spirit of the school, and contribute to the wider life and work of the school • Committed to safeguarding 	

The duties and responsibilities shown above are not intended to be exhaustive, and you will be required to undertake such additional duties as may be reasonably required and as commensurate with the level of responsibility within the school. All actions are to be discharged within the regulatory and legislative requirements to which the school is subject.