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| **2ic SUBJECT TEACHER JOB DESCRIPTION** | | | |
| **NAME** |  | | |
| **ACCOUNTABLE TO** | Head of Department and through him/her to a designated Head of Faculty, Deputy/Assistant Head and the Head of School/Executive Head Teacher | | |
| **DURATION** |  | | |
| **JOB PURPOSE** | * To ensure the standards of teaching achieves the school target of 85% good or better teaching. * To ensure progress and attainment of students meet the school targets. * To deputise for the Head of Department in the event of absence * To lead on departmental strategies as identified by the Head of Department | | |
| **Key Area** | **Responsibility** | | |
| **Responsibilities**  *Carry out all duties and responsibilities in accordance with School policies and procedures and statutory requirements.* | * Maintain high standards of teaching and learning within your classes, ensuring effective tracking and monitoring takes place at all times. * To contribute to the needs of the department as outlined by the Head of Department. | | |
| **Areas of Accountability** | * Through effective teaching and learning students achieve their best possible outcomes, ensuring their progress and attainment reaches or exceeds expected levels. * To ensure the Department budget and resources are effectively managed. | | |
| **Professional development** | * Keeping up to date with national requirements with regard to t & l (DfE / Ofsted guidance). * Pedagogic research and development to improve the standard of teaching. * Lead and participate in further training and professional development including those aimed at meeting the need identified in performance objectives or in performance statements. | | |
| **Discipline, health and safety** | * Maintain good order and discipline and safeguard the health and safety among students both within the classroom, school premises and when they are engaged in authorised school activities elsewhere. * To work in accordance with the guidelines set out in the school Health and safety policy and specific faculty areas. | | |
| **Examinations** | * Participate in arrangements for preparing students for external/internal examinations, in assessing students for the purpose of such examinations. | | |
| **General Responsibilities** | * Promote the school’s values and ethos in accordance with the School’s Professional Code. * Work actively to develop professional expertise by participating in ongoing professional development. | | |
| **Review of job description** | * This job description is intended to provide guidance on the range of duties associated with the post. It is not intended to provide a full and exclusive definition of the post and the post holder may be required to undertake additional duties by the Head of School/Executive Head Teacher. It may be subject to modification and amendment at any time after consultation with the post holder. | | |
| Signed member of staff |  | Date |  |
| Signed appraiser |  | Date |  |
| Approved Head of School/Executive Head Teacher |  | Date |  |