

Job Title: English Teacher	Salary: MPS/UPS
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## Position Overview

1. Responsible to: Director of English
2. Key purposes:
  - a) To carry out the professional duties of a teacher as described in the most recent School Teachers' Pay and Conditions Document.
  - b) To undertake the duties of form tutor and a member of a year office.
3. Key responsibilities:
  - a) To undertake the teaching of English as laid down by the Deputy Headteacher and the Director of English.
  - b) To have a clear understanding of the English National Curriculum.
  - c) To ensure that schemes of work are covered as appropriate to the individual class. To inform the Director of English where problems arise.
  - d) To ensure that appropriate and varied teaching styles are utilised with each group.
  - e) To carefully monitor the progress of students on the special needs referral process, notifying the Additional Needs Department and Director of English of any problems.
  - f) To adhere to the policies set out in the Staff and other relevant handbooks, especially the Teaching and Learning policy.
  - g) Promote AfL through all teaching ensuring that students are receiving concise guidance on how to improve their learning.
  - h) To adhere to and implement, according to school policy, all required reporting of student progress and attendance at relevant Parents' Evenings.

THIS ORGANISATION IS COMMITTED TO SAFEGUARDING AND PROMOTING THE WELFARE OF CHILDREN AND YOUNG PEOPLE AND EXPECTS ALL STAFF AND VOLUNTEERS TO SHARE THIS COMMITMENT THROUGH THEIR BEHAVIOUR AND PRACTICE.

ALL STAFF MUST AGREE TO ABIDE BY THE CONTENT OF THE STAFF HANDBOOK/CODE OF CONDUCT AND BY ACCEPTING A POSITION WITH POOLE HIGH SCHOOL CONFIRM THAT THEY HAVE READ THIS DOCUMENT.

## **Requirements**

### **Essential**

#### **Qualifications:**

- Graduate in English or other associated subjects
- Qualified Teacher Status

#### **Skills, knowledge and aptitudes**

- Ability to plan and deliver high quality learning
- Ability to work effectively with as part of a team including with staff, students and parents
- Ability to liaise and work as a form tutor within a pastoral team
- Ability to inspire and lead students

#### **Personal Qualities**

- High levels of drive and energy
- High levels of interpersonal skills
- High student expectations
- Ability to set and achieve demanding goals for students
- Ability to support, motivate and inspire
- Sense of humour, good listener, positive outlook
- Ability to work as part of a team
- Ability to organise effectively and deliver outcomes

#### **Professional knowledge and understanding**

- Lesson Planning
- Classroom management

### **Desirable**

- Recent relevant professional development
- Exam Board grading of work in subject

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