

Teacher of Drama Job Description	
Wootton Academy Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.	
Job Purpose:	To be responsible for the safety of pupils in your care and the standards and progress achieved by pupils in your classes
Job Title:	Teacher of Drama
Department:	Drama
Location:	Wootton Upper School
Reporting Line:	Head of Drama
Hours:	Full Time
Line management responsibility for:	N/A
Principal Accountabilities/ Responsibilities	<p>Under the direction of the Head of Department</p> <ol style="list-style-type: none"> 1. <ol style="list-style-type: none"> a) You are responsible for ensuring the safety and well-being of pupils in your care and any other Wootton Academy Trust pupils who approaches you to ask for help. b) To act as a member of a Department Team in: <ol style="list-style-type: none"> i) developing appropriate specifications, materials and schemes of learning. ii) contributing to an effective working and learning environment. iii) supporting other members teaching within the department. c) To teach classes designated by the Executive Principal: <ol style="list-style-type: none"> i) to plan appropriate lessons for each class. ii) to take responsibility for the well-being and progress of pupils within the learning environment. iii) to make regular assessments of pupils' work. iv) to ensure that pupils' assessments are kept securely. d) <ol style="list-style-type: none"> i) to be involved in the setting, administration and marking of assessments. ii) where appropriate to be involved in the setting, administration and marking of public examinations (coursework).

	<ul style="list-style-type: none"> e) To give oral and written reports on pupils for the use of colleagues and to provide information on the progress of pupils for third parties in a timely manner. f) You must operate accordingly to Wootton Academy Trust policies and procedures and contribute to the development and implementation of policy and practice, in accordance with the priorities outlined in the Trust's Improvement Plan. g) You must attend relevant professional development training provided in school, externally and on-line, to enable you to remain a highly skilled practitioner. h) To undertake such professional duties as are outlined in the Trust's annual summary/programme of 'directed time'. i) You are responsible for promoting British values, including tolerance and for challenging any extremist views expressed by visitors, pupils or anybody else on the Wootton Academy Trust's sites and away from the sites on school trips and visits. j) You are responsible for ensuring <u>all</u> pupils are able to make expected progress - or better - in each class you teach. k) You are responsible for promoting healthy lifestyles to pupils (including physical, mental and emotional). l) You are responsible for ensuring the behaviour of pupils is at least good, inside and outside of the classroom. m) To be responsible for maintaining the positive learning environments provided by the Trust for our pupils. n) Ensuring that all educational visits are undertaken according to good practice and in line with Trust policy. o) To use appropriate systems to analyse, review pupils' data to inform both planning and teaching. p) To fulfil any specific department responsibilities (if appropriate). q) To meet the Teachers' Standards as appropriate to your post and level of experience. r) The post holder must at all times carry out his/her job responsibilities with due regard to Equal Opportunities. <p>2. Additional responsibilities:</p>
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	<p>To act as a Form Tutor, if required to do so and to carry out related duties in accordance with the general job description of a Form Tutor.</p> <p>3. General duties:</p> <p>a) To carry out a share of contractual duties in accordance with published schedules.</p> <p>b) To participate in appropriate meetings with colleagues and parents relative to the above duties.</p> <p>4. To contribute to and fulfil the requirements of the Trust's Appraisal Policy.</p> <p>5. To undertake any other reasonable duties as requested by the Executive Principal on behalf of the Directors.</p> <p>6. The above will be reviewed in the light of the current review of School Teachers' Pay and Conditions of Service.</p>
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You may also be required to undertake such other comparable duties as the Trust requires from time to time.

Person Specification

	Essential Criteria	Desirable Criteria
Qualifications	<p>Qualified Teacher Status</p> <p>Graduate in related subject area</p>	
Experience	<p>Experience of teaching Drama in a secondary school.</p>	<p>Experience of participating and directing drama productions</p>
Knowledge & Skills	<p>Excellent subject knowledge</p> <p>Understanding latest approaches to Drama teaching</p> <p>Understanding examination specifications</p> <p>Ability to contribute to devising Schemes of Learning.</p> <p>Strong ICT and media skills with a clear understanding of their potential to support teaching and learning in Drama.</p> <p>Ability to work collaboratively in a team.</p> <p>Excellent interpersonal, communication and behavioural management skills.</p> <p>Organised with effective planning and time management skills.</p>	<p>Ability to offer a second subject</p> <p>Recognising the power Drama has for pupils to grasp broader educational themes [e.g. deepening understanding of world events. PSHCE, Ethics etc.]</p>
Personal competencies and qualities	<p>Possess personal warmth and be able to gain the confidence of pupils and parents, demonstrating the ability to create a positive rapport with pupils and a safe environment within which the learners can flourish</p> <p>Possess a positive attitude and approach to change and development</p> <p>Flexible to meet the needs of Wootton Academy Trust</p> <p>Commitment to continuous professional development</p>	<p>Willingness to play a full part in the department and Trusts extra –curricular activities.</p>