

## **GUERNSEY FEDERATION OF SECONDARY SCHOOLS**

### **TEACHER OF ENGLISH**

### **MAIN PROFESSIONAL GRADE**

### **JOB DESCRIPTION**

#### **AIMS AND PURPOSE OF THE JOB:**

1. To facilitate a high quality learning experience which provides students with the opportunity to achieve their full potential.
2. To have high expectations of all students and seek to address barriers to learning.
3. To promote a love of learning, intellectual curiosity and a growth mindset.
4. To promote active and independent learning that enables students to think for themselves and to plan and manage their own learning.
5. To implement and deliver a differentiated and personalised curriculum that engages students and enables them to make the best possible progress.
6. To share and support the School's responsibility to provide and monitor opportunities for personal and academic growth.
7. To contribute to the self-evaluation of the School and play an effective role in school improvement.
8. To develop and actively take part in cross-school initiatives to the benefit of students, schools and the wider community.

#### **TEACHING & LEARNING:**

1. To plan, prepare and deliver stimulating lessons that are challenging, engaging and have high expectations of all students.
2. To be responsible for long, medium and short term planning that meets the Bailiwick of Guernsey Curriculum Statement which is based on the National Curriculum (England) and that maximises levels of attainment.
3. To set high expectations for student's behaviour and establish a clear framework that creates an effective learning environment in accordance with the school's behaviour policy.

4. To deliver best practice in terms of teaching, learning, marking and assessment that motivates and inspires students, equipping them with the knowledge and skills needed to achieve at the highest levels.
5. To monitor and assess the achievement of students and to record and report the development, progress and attainment of students in accordance with the Federation and school's assessment policies.
6. To promote high standards of numeracy, literacy and oracy in the teaching and learning experience of students.
7. To make effective use of current technology to enhance teaching and learning and for the purposes of management.
8. To be a tutor to an assigned group of students when required.
9. To plan for the effective deployment of Learning Support Assistants or other associate support staff to enhance students' learning.
10. To implement the SEN Code of Practice.
11. To seek to provide all students with high levels of confidence and competence and a lasting interest in their learning.

### **PROFESSIONAL LEARNING AND DEVELOPMENT:**

1. To participate in the performance management process.
2. To be a reflective practitioner, evaluating and improving own practice in order to take teaching and learning forward.
3. To contribute to the development of the Secondary Schools' Federation by sharing professional learning, expertise and skills with others, and participating in collaborative learning opportunities.
4. To be well informed of both local and national developments and participate in cross phase working throughout the Island.
5. To take full advantage of any relevant training and development available and undertake any necessary professional development as identified in the School Development Plan and the performance management process.
6. To take responsibility for personal professional development, keeping up-to-date with research and developments in pedagogic theories and changes in curriculum to inform and extend professional practice to secure improvements in teaching and learning.

## **HEALTH, SAFETY AND WELFARE:**

1. To comply with procedures on all matters concerning child protection, health, safety and welfare, confidentiality and data protection in accordance with the Education Services's policies and procedures, and to report all concerns to an appropriate person.
2. To take responsibility for personal health, safety and welfare and that of others who may be affected by your actions or inactions.

## **GENERAL:**

1. To participate in a variety of administration and organisational duties to assist in ensuring the effectiveness of the School/Federation.
2. To undertake additional duties that may be required within the scope of the post.
3. To work collaboratively and share collegiate responsibility for the success of the School/Federation.
4. Commit to uphold the Education Service's environmental policies and aspirations for sustainable learning provision.

## **RESPONSIBLE TO:**

Head of English Department

## **ACCOUNTABLE FOR:**

1. The delivery of high quality teaching and learning.
2. The progress of students for whom you have responsibility.
3. Improving and extending professional effectiveness.
4. Creating a safe environment for students and to have concern for their welfare and wellbeing whilst under your guidance.

The above duties are not exhaustive but the job description is current at the date shown, and is a guide to the work the post holder will be required to undertake. This job description will be kept under review and may be subsequently amended or modified in negotiation with the post holder to meet changing circumstances.

## **KEY CRITERIA:**

1. A suitable teaching qualification in English.

2. Inspirational teaching skills and the ability to motivate students, equipping them with the knowledge and skills needed to achieve at the highest levels.
3. An ability to demonstrate recent effective strategies to achieve high quality teaching and learning.
4. The ability to work as part of a team in School and more widely in the Federation.
5. Ability to make effective use of ICT to enhance teaching and learning.
6. Understand how to use data effectively to monitor student progress and achievement.
7. The ability to communicate effectively to a wide range of people.
8. Effective organisational and classroom management skills.
9. Experience, understanding and skills relevant to the specific responsibilities of the post.