

**JOB DESCRIPTION**

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| **JOB TITLE** | Teacher |
| **GRADE** | M1-6 £22,462 - £32,833 |
| **DEPARTMENT** | Manchester Communication Academy |

**KEY TASKS**

**Teacher**

1. To be committed to safeguarding and promoting the welfare of children and young people.
2. To plan appropriate, differentiated learning for all children, monitoring progress and intervening when there is underperformance.
3. Create a high quality, rich, stimulating, safe and enabling learning environment.
4. Work collaboratively and flexibly to ensure: effective planning, successful learning, better than expected progress and accurate and moderated assessment outcomes.
5. Manage the learning environment, resources and time to ensure effective learning takes place.
6. Monitor and celebrate children’s learning, progress and achievement and record and report upon progress, including details on attendance, behaviour, development and additional needs.
7. Be able to set clear targets, based on prior attainment, for pupils’ learning
8. Have a detailed professional knowledge of the curriculum including an understanding of the progression of learning development and national testing.
9. To accurately assess children’s development and to help create a successful framework for assessment.
10. To work effectively with TAs and other colleagues who support children in their learning and beyond
11. To maintain a positive attitude, seeking to bring out the best in learners and having high expectations for all.
12. Establish positive relationships with parents/carers, ensuring parental involvement in learning and progress
13. Constantly strive to improve own performance and identify areas for self - improvement, attending appropriate training.
14. To keep own CPD record up to date.
15. To undertake any other duties as deemed appropriate by the line manager and commensurate with the post.

**STANDARD DUTIES**

1. Have due regard to safeguarding and promoting the welfare of children and young people.
2. Promote and implement equality and diversity
3. Adhere to legislation and the Academy’s policies and procedures
4. Participate in performance reviews and professional/personal development activities.
5. Will model the Academy’s values at all times to generate a shared purpose
6. Respect confidentiality. Confidential information to be kept in confidence and not released to unauthorised persons.

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**CONTACTS**

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| All employees and contractors on site  Senior Leadership Team |

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| **RELATIONSHIP TO OTHER POSTS** | |
| Responsible to: | TBC |
| Responsible for: | N/A |

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| **SPECIAL CONDITIONS**   * Enhanced DBS Check for a Regulated Activity * Disqualification by Association Declaration |

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|  | **DATE** | **NAME** | **POST TITLE** |
| **PREPARED** | December 2015 |  |  |
| **REVIEWED** |  |  |  |
| **REVIEWED** |  |  |  |



**PERSON SPECIFICATION**

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**JOB TITLE:Teacher**

**CRITERIA** Applicants should be able to provide evidence of their ability to meet the following criteria.

**Please note if you are experienced and interested in leadership please provide evidence of your skills and ability to lead in your application letter.**

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|  | **Selection criteria (Essential)** | **Selection criteria (Desirable)** | **How to be Assessed** |
| **Education & Qualifications** | A good relevant honours degree (at least a 2ii)  QTS - Higher qualifications relevant to the post, such as a Postgraduate degree/ a professional qualification ( If the candidate is training s/he must have attained at least good when assessed using Ofsted criteria for demonstrating standards) | Other relevant professional qualifications | AF, C |
| **Experience** | You are an excellent practitioner  Evidence of adding value to children’s outcomes and ensuring better than expected progress |  | AF, T, I, C, R |
| **Skills & Abilities** | Ability to reflect objectively on your practice  A passion for learning and quality in educational provision  Ability to communicate effectively and develop professional relationships with staff, partners and parents  Ability to use Information and Communication Technology (ICT) to enhance teaching and learning and for data management  Able to work independently and proactively  Ability to work effectively as a team member  Ability to reflect on own skills and knowledge, and to seek opportunities to develop  High level of organisation skill |  | AF, T, I, C |
| **Knowledge** | A flexible, adaptable and innovative approach to learning, teaching, curriculum and assessment  A sound knowledge of a variety of effective teaching and learning strategies    A commitment to and knowledge of community cohesion and social inclusion  Knowledge of strategies to engage parent/carers with children’s learning |  | AF, T, I, C |
| **Work Circumstances** | Enhanced DBS Check for a Regulated Activity  Disqualification by Association Declaration  Equivalent of 10 days  continued professional development  Equivalent of 10 days  extra - curricular activity (2 hours per week after core learning)  Minimum of two appropriate references |  | I  I  I  I  AF, R |

AF – application form, T- test, I – interview, C – certificate R - reference

*N.B. - Any candidate with a disability who meets the essential criteria will be guaranteed an interview*