DERBY MANUFACTURING
University Technical College

JOB DESCRIPTION FOR TEACHER OF BUSINESS STUDIES AT DERBY MANUFACTURING UTC

Post:	**Teacher of Business Studies**
Job Purpose:	To ensure high quality teaching and learning, and high achievement and progress of students in relation to own classes
Responsible to:	Faculty Leader (FL)
Disclosure Level:	Disclosure Barring Service - Enhanced

Responsibilities in conjunction with the FL

- To contribute to the effectiveness and impact of Appraisal arrangements within the curriculum area.
- To contribute to joint practice development within the Learning Cluster.
- To contribute to your curriculum area's input into school improvement.
- To ensure effective contribution to students' learning and progress.

Accountability within a subject or curriculum area for student development in conjunction with the FL. To define and agree appropriate improvement targets for own learners.

- To contribute to self-evaluation, using the SEF format, and quality assurance, as a central tool for department improvement and raising student achievement.
- To contribute to action plans to respond to findings from observations, sampling, checking and interviews.
- To contribute to joint development practice, identifying best and next practice and sharing it with others within the subject and Learning Cluster
- To contribute to evaluating the impact of improvement activities on the quality of teaching and learning.
- To contribute to meetings so that they are productive and focussed on teaching, learning, inclusion and progress.

Impact on the educational progress of assigned students:

In conjunction with the FL:

- To monitor and evaluate assessment data to identify trends in student performance and progress, and issues for development.
- To promote high expectations of students, identify appropriate attainment and progress targets and ensure that minimum targets are met.
- To contribute to the monitoring of student standards and achievement against annual targets with a focus on inclusion, particularly for vulnerable groups – EAL, G&T, SEN, LAC and gender.
- To use data to identify exceptional performance and underachievement.
- To identify groups requiring strategies for intervention and maintain effective arrangements for managing student behaviour.
- To monitor planning, curriculum coverage and learning outcomes.
- To review impact of strategies and contribute to reports on the effectiveness of intervention strategies.

Developing and enhancing own teaching practice:

- To aspire to be a role model of good classroom practice for other staff.
- To participate in evaluating the quality of planning and engage in constructive feedback.
- To participate in evaluating standards of teaching and learning, identifying areas of strength and areas for improvement.
- To ensure awareness of the needs of inclusion of all students and groups and make provision for this in planning.
- To plan and implement strategies to improve own teaching where needed.
- To support new staff (as appropriate).

Knowledge and Skills	**Subject Teachers should demonstrate / knowledge and understanding of:** • school improvement and effectiveness strategies including the process of school self-evaluation processes and systems for quality assurance within subject area(s); • principles and practices in relation to effective learning and teaching, • the application of information and communications technology (ICT) to learning and teaching;

Generic Role:

- To alert the appropriate staff to problems experienced by students and to make recommendations as to how these may be resolved.
- To follow school procedures with regard to Child Protection issues.
- To play a positive part in the life of the school community, to support its distinctive purpose and ethos and to encourage other staff and students to follow this example.
- To implement and deliver an appropriately broad, balanced, relevant and differentiated curriculum for students and to support curriculum area(s) as appropriate.
- To monitor and support the overall progress and development of students as a Form Tutor.
- To facilitate and encourage a learning experience which provides students with the opportunity to achieve their individual potential.
- To contribute to raising standards of student attainment.
- To share and support the school's responsibility to provide and monitor opportunities for personal and academic growth.
- To work as a member of a designated team(s) and to contribute positively to effective working relations within the school.
- To provide information for student references.
- Be responsible for promoting and safeguarding the welfare of children and young people (responsible for or who in contact with).
- To communicate effectively with the parents/carers of students as appropriate.
- Where appropriate, to communicate and co-operate with persons or bodies outside the school.
- To take part in liaison activities such as Open Evenings, Parents' Evenings, Intake Days and liaison events with other schools.
- To undertake regular liaison with Teaching Assistants and other classroom support staff to share plans, resources and identify student needs.
- To contribute to the preparation of Progress Files and other reports.
- To undertake any other duty as specified by School Teachers' Pay and Conditions Document [STPCD] not mentioned in the above.

This school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment
Post subject to Disclosure Barring Service – Enhanced Check

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Signed by Postholder _____

Date _____

To be reviewed annually