



Job Description: Teacher of English

Scope of role

As a Teacher of English, the post holder will be an outstanding classroom practitioner with excellent subject knowledge and a passion for literature. They should have knowledge and understanding of effective teaching and learning styles and of monitoring assessment, recording and reporting of pupils' progress.

As a member of the teaching staff the post holder will be expected to involve themselves in school life, and to participate in trips where appropriate.

Main areas of responsibility:

- Undertake the preparation, marking and report writing required to ensure that their pupils achieve the highest possible standards and to carry out any reasonable subject related duties assigned to them by their Head of Department.
- Ensure the safety and good conduct of pupils and help to enforce the pupils' Code of Conduct and Dress Code.
- Carry out such duties, including covering absent colleagues and examination invigilation, as are allocated by the Assistant Heads punctually, efficiently and in accordance with school practice.
- Attend weekly staff briefing, staff meetings, parents' evenings, Founder's Day, the Year 13 Leavers' Ceremony and similar functions out of school hours; participate in the invigilation or marking of the Saturday Entrance Examination; be willing to accompany school trips or other events undertaken by the department.
- Attend relevant in-service training as appropriate, after obtaining the consent of their Head of Department and the Headmistress.
- Such other duties as may be reasonably required.

Key skills and experience:

Essential

An outstanding teacher with:

- A good degree in English or with significant relevant content, preferably with PGCE.
- Effective strategies to monitor pupils' motivation and morale.
- A high level of digital literacy.

- The skills to create a happy, challenging and effective learning environment in lessons.
- Enthusiasm and approachability.
- Empathy and patience, as well as a committed, well-organised and resourceful approach and an ability to meet deadlines.
- The ability to promote the school's aims positively.
- An awareness of the statutory requirements concerning Equal Opportunities, LDD & SEND, Child Protection.
- Commitment to diversity, inclusion and anti-racism in the School community.
- Commitment to operating as part of the School community.
- Commitment to safeguarding and promoting the welfare of children and young people.
- A satisfactory Enhanced Disclosure from the DBS.

Desirable

An outstanding teacher with:

- Experience of teaching English from Year 7 to A level to academically able students.
- Knowledge of curriculum requirements for English at Key Stage 3, GCSE and above.
- Evidence of commitment to further professional development.
- Enthusiasm to develop subject knowledge.

Equal Opportunities

It is the policy of the school to provide equal opportunities for all qualified individuals regardless of race, colour, religion, ethnic or national origin, sexual orientation, age, gender, medical condition or disability.

Child Protection

All staff have a responsibility for promoting and safeguarding the welfare of children and young persons for whom they are responsible or with whom they come into contact and to adhere to and ensure compliance with the school's Child Protection Policy at all times.

Agreed: Post holder:

Date: