

GENERIC JOB DESCRIPTION: TEACHER

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| Title: | Teacher |
| Salary: | Main Scale |
| Conditions: | Permanent |
| Line led by: | Subject Leader |
| Line leadership of: | None |

All staff at Coopers School are expected to:

- actively contribute to the School's achievement culture;
- share our common values of Curiosity, Creativity, Resilience, Respect and Empathy in the face of challenges;
- make a commitment to achieving the highest possible standards in all areas of their work;
- contribute to the development of the School's ethos.

JOB PURPOSE

- To promote high standards of student learning, achievement, attainment and behaviour through the effective teaching of individuals, groups and classes.
- Create positive learning environment

RESPONSIBILITIES

- Carry out all duties and responsibilities in accordance with school policies, procedures and statutory health and safety requirements.
- Help all students develop as independent learners and make optimum progress.
- Implement school policy on Assessment for Learning, Homework (including Y7-8 extended learning projects) and Differentiation.
- Assess the development, progress and attainment of students.
- Use assessment information to plan, prepare and deliver lessons and courses which meet student needs in terms of challenge, relevance, continuity and progression.
- Evaluate teaching and strive to maintain and improve quality.
- Ensure that students with special educational needs and in all vulnerable groups are identified at the earliest possible stage and receive appropriate support.
- Ensure that any other adults who assist in lessons are fully briefed on curriculum planning and are deployed effectively in order to maximise student progress.
- Contribute to curriculum development by working collaboratively with colleagues to design schemes of learning and materials.
- Provide students with constructive feedback on their progress, achievement and attainment.
- Report regularly on students' progress and attainment to parents, students and other staff.
- Ensure high quality display is used to support and inspire learning and celebrate achievement.
- Work actively to develop professional expertise by seeking and participating in on-going professional development and supporting the professional development of colleagues.
- Lead and support enrichment activities and inter-house competitions.
- Undertake any other duties commensurate with the level of the post, as required to ensure the efficient and effective running of the school.

General Responsibilities

- Promote the values and ethos of the School in accordance with its Professional Code.
- Identify personal training needs with line managers and work actively to develop professional expertise by participating in on going professional development.
- Support the professional development of colleagues.
- Ensure that personal knowledge base is in keeping with the School's needs at all times, to undertake all duties with due regard for Health and Safety regulations.
- Be fully conversant with the national and local developments, to develop the full range of managerial and professional skills and the knowledge needed to satisfy the requirements of the post.
- Contribute to the School's Enrichment Programme.
- Undertake relevant and appropriate whole School CPD.
- Adhere to the National Standards for Teachers
- Comply with all School policies and the Staff Code of Conduct
- Contribute to Duty Rotas as assigned
- Any duty assigned by the Principal which is commensurate with the role

PERSON SPECIFICATION: MAIN SCALE TEACHING POST

| | ESSENTIAL | DESIRABLE | HOW ASSESSED |
|--|--|--|---------------------------------------|
| QUALIFICATIONS | <ul style="list-style-type: none"> Good honours degree Teaching qualification | Evidence of other professional study Higher degree | Application |
| EXPERIENCE | <ul style="list-style-type: none"> Evidence of successful involvement in teaching at KS3, KS4 or post 16 recent developments in the teaching and learning of the curriculum area | Involvement in a key departmental development Strong involvement in extra-curricular activity | Application, references and interview |
| KNOWLEDGE | <ul style="list-style-type: none"> strategies for raising achievement in the curriculum area different teaching and learning styles the use of performance data to track student progress and monitor achievement strategies for ensuring equal opportunities for staff and students | Curriculum Planning and curriculum changes | |
| TRAINING | <ul style="list-style-type: none"> Evidence of high quality training in designated subject area Strong awareness of educational developments | | Application and interview |
| SKILLS | <ul style="list-style-type: none"> Strong and methodic administrative skills Positive student behaviour management skills Excellent communication and interpersonal skills Strong ICT competence Analytical and problem solving skills | | Application and interview |
| QUALITIES | <ul style="list-style-type: none"> Strong public presence Good communicator Ambitious and self-confident Student focused commitment Ability to inspire A clear educational vision A sense of humour Strong motivation and sense of initiative Open and transparent work ethic Flexibility Role model for students and staff Seek support and advice when needed Excellent attendance and punctuality | Evidence of 'going the extra mile' | References and interview |
| CODE OF PRACTICE ON LANGUAGE REQUIREMENTS | <ul style="list-style-type: none"> Ability to speak with confidence and accuracy, using accurate sentence structures and vocabulary. Ability to choose the right kind of vocabulary for the situation in hand without a great deal of hesitation. Ability to listen to stake holders and understand their needs. Ability to tailor your approach to each conversation to be appropriate to the stake holder, responding clearly with fine shades of meaning, even in complex situations. | | |

September 2019

"Coopers School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment"