Teacher of Computer Science and ICT
Job Description

Job description

Teaching responsibilities include:

1. carry out teaching duties in line with the professional standards of the College and the teaching profession;
2. be committed to the safeguarding and promoting of students' welfare;
3. read and adhere to the policies of the College as expressed, for instance, in its handbook with regard to induction, health and safety, staff conduct, equality and child protection;
4. take responsibility for own professional development including subject specific inset days and participate in staff training when provided by the College;
5. attend various staff meetings such as departmental meetings;
6. undertake pastoral and other duties to include form tutoring and duty cover;
7. undertake professional duties such as planning, invigilation and any other duties which may be assigned to You;
8. to participate in extra curricular activities as deemed necessary by the College, including residential trips in the UK and abroad;
9. teach up to 32 hours per week contact time in accordance with departmental schemes of work;
10. liaise with relevant colleagues on the planning of units of work as directed by the Head of Department or the Principal;
11. work in collaboration with the College’s programme of support for pupils with specific learning needs or difficulties;
12. take account of students' prior level of achievement and use this to set targets for future attainment;
13. set work for students' absent from class for health or disciplinary reasons;
14. cover lessons for absent colleagues as required;
15. uphold and maintain effective systems of communication regarding student progress and discipline;
16. set high expectations for student behaviour by establishing a purposeful working atmosphere in lessons;
17. set appropriate and demanding expectations for student learning, motivation and presentation of work;
18. maintain notes and plans of lessons undertaken and records of student work;
19. mark, monitor and return work within a reasonable and agreed time span providing constructive oral and written feedback and clear targets for future learning;
20. complete high quality, formal reports to parents in line with policy and as specified in the published College calendar;
21. to follow at all times the NUT teacher code of conduct with particular regard to professional behaviour and language in dealing with students;
22. to provide hardware/software support for members of staff and students as deemed necessary by the College.