



**SAPIENTIA EDUCATION TRUST**  
**FRAMINGHAM EARL HIGH SCHOOL JOB DESCRIPTION**

**TEACHER OF RPE, CITIZENSHIP & PSHE**

**PERMANENT, PART-TIME, 0.4 FTE**

<b>Line Manager:</b>	<b>Director of Subject</b>
<b>Salary:</b>	MPS minimum – UPS Maximum

**THE POST**

We are seeking to appoint an inspiring and energetic Teacher of RPE, Citizenship and PSHE with a commitment to achieving excellence for all our students. You will be an excellent Teacher of RPE, Citizenship and PSHE and have an unwavering passion for your subject. You will have a clear focus and understanding of what makes outstanding teaching and learning and provide excellent outcomes for students.

Framingham Earl High School is a member of the Sapientia Education Trust (SET).

The first six months of employment shall be a probationary period and employment may be terminated by the Trust during this period at any time on one week’s prior written notice. The Trust may, at its absolute discretion, extend this period for up to a further six months. During this probationary period, performance and suitability for continued employment will be monitored.

**PERSON SPECIFICATION**

**Experience**

Qualified to degree level.	Essential
Qualified teacher status	Essential
A proven track record of teaching and learning including excellent knowledge of strategies for raising achievement and achieving excellence.	Essential
Proven, recent, successful classroom practice that motivates, challenges and develops students and includes excellent knowledge of how to build and sustain a learning community.	Essential
Experience working as a form tutor and working within a tutor team.	Essential
Experience working productively with parents, colleagues and the wider community.	Essential

## Skills

Commitment to Professional Development in RPE, Citizenship and PSHE teaching and wider curriculum pedagogy	Essential
Demonstrate personal and professional integrity and an ability to model the values and vision of the school.	Essential
Excellent communication skills with a range of audiences.	Essential
Emotional resilience in working through challenges.	Essential
Ability to form and maintain appropriate relationships and personal boundaries with children.	Essential
Demonstrate personal enthusiasm for and commitment to the learning process including a capacity for sustained hard work with energy and enthusiasm.	Essential
Give and receive effective feedback and act to improve personal performance.	Essential
Excellent skills of collaboration and networking for the benefit of pupils.	Desirable
Be willing to contribute to the extra-curricular life of the school	Essential
Be able to excite and engage visitors about the School at Open Evenings and all other events;	Essential

## Personal Attributes

Passionate about education and educational issues.	Essential
Constant drive for improvement.	Essential
Ability and energy to inspire the best in others.	Essential
Exceptional personal integrity and character.	Essential
Personal confidence, determination and resilience.	Essential
Displays sensitivity.	Essential
Sense of humour and approachability.	Essential
Keen for the potential of further career development.	Desirable

## JOB SPECIFICATION

The subject teacher is responsible to the Director of Subject for teaching the subject curriculum considering the school's mission statement and ethos. The teacher of subject will have responsibility for their own classes, tutor group and be required to complete other duties in the school such as student supervision before/after school.

The post holder will be responsible to the Headteacher, for teaching classes in the School using their skill, experience and best endeavors. They will abide by the Code of Conduct for Staff and Volunteers at Framingham Earl High School. A contribution to the wider life of the School by supporting extra-curricular activities is an expectation of all staff.

A non-exhaustive list of specific responsibilities for the role is below and you will be required to undertake other duties and responsibilities as may reasonably be required.

## General Teacher Responsibilities

- To be an ambassador for your subject and the School;
- To model the core values of the School in your professional life;
- To be visible throughout the School – leading and supporting the School community to commit to the core values of the School. This includes participating in and supporting duty teams, emergency cover, and ensuring excellent behaviour, attitudes and standards of students;
- To establish a culture that promotes excellence, equality, and high expectations for all students;
- To communicate effectively with parents and students;
- To work in your subject area to effectively meet the subjects aims and uphold the School's values;
- To be part of the Performance Management process;
- To contribute positively to discussions leading to the development of effective policies, practices and structures;
- To effectively analyse patterns and trends in data and respond to these via reviews of lessons, teaching delivery and schemes of work;
- To ensure that resources are efficiently and effectively used to achieve the aims of the School and to facilitate its day to day operation;
- To respond professionally to unplanned situations, crises, and emergencies whenever they arise to ensure the safety and efficiency of staff and students of the School and to maintain good discipline;
- To take an equitable share of duty supervision;
- To be part of the pastoral system working as a form tutor;
- To take on additional responsibilities as directed by the Headteacher and/or CEO.

#### **Specific Teacher Responsibilities (To be updated annually or when required)**

- To have responsibility for teaching the subject curriculum to class groups, taking into account the School's mission statement and ethos.
- To ensure that students needs are fully catered for within lessons and appropriate interventions are in place.

#### **NOTES**

The above responsibilities are subject to the general duties and responsibilities contained in the statement of Conditions of Employment.

This job description allocates duties and responsibilities but does not direct the particular amount of time to be spent on carrying them out and no part of it may be so construed.

This job description is not necessarily a comprehensive definition of the post. It will be reviewed at least once a year and it may be subject to modification or amendment at any time after consultation with the holder of the post.

The duties may be varied to meet the changing demands of the school at the reasonable discretion of the Headteacher.

#### **REMUNERATION**

This post will be paid on the Main Teacher Scale or Upper Pay Scale depending on candidate experience.

All payments are pensionable under the Teachers' Pension Scheme.

### **DRESS CODE**

The post-holder will be expected to wear appropriate business attire and will be supplied with appropriate Staff ID. This must be worn at all times to ensure that students, staff and visitors are able to identify Framingham Earl High School employees.

### **PRE-EMPLOYMENT CHECKS**

All staff must be prepared to undergo a number of checks to confirm their suitability to work with children and young people. The Trust reserves the right to withdraw offers of employment where checks or references are deemed to be unsatisfactory.

### **REVIEW**

The Job Description will be reviewed annually as part of Framingham Earl High School's Performance Management programme.