**Job Description**

**Job title: English Teacher (Part Time)**

**Responsible to: Education Manager**

**Job Description: Part-Time English Teacher**

**Purpose:**

Teachers will deliver a high quality Educational service to young people within the Secure Unit, Close Support and Cottage. They will uphold and promote the ethos and values of the Centre.

**Key responsibilities and competences**

1. Deliver high quality education to small classes of young people in a secure environment.
2. Contribute to the policies and procedures of the school including, as appropriate, liaison with Education Manager.
3. Implement school policies including policies and procedures for assessment, target setting and learning support.
4. Liaise with unit staff and other disciplines within the unit to develop strategies to support young people’s educational attainment and behaviour and the setting of appropriate educational targets.
5. In conjunction with teaching and care staff, support the implementation of the IEPs for all young people.
6. Adhere to and advocate whole school policies, including equal opportunities, behaviour management, classroom discipline, and the promotion of learning and teaching strategies.
7. Develop, maintain and monitor a safe working environment, including the management of health and safety systems consistent with legislation, current good practice and organisational policies and procedures.
8. Ensure that the preparation and content of appropriate reports for internal and external meetings are of a high standard in terms of content and accuracy
9. Ensure, create and promote a safe care environment
10. Support the development of materials relating to learning support, target setting, and the curriculum and presentation of candidates for external examination, where appropriate.
11. Support where appropriate the Scottish Qualifications Authority co-ordinator for the school, ensuring that all documentation and registrations are up to date at all times.
12. Promote a stimulating, healthy and secure environment in which young people are able to grow and develop.
13. Receive allocated further tasks from the Education Managers.
14. Support the Education Managers in delivering the assessment processes and requirements of the school.