

## Job Description

### Teacher in Charge of Art (Full Time)

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

#### Academic Team

<b>Post:</b>	Teacher in Charge of Art (Full Time)
<b>Salary:</b>	Dependent upon experience
<b>Contract:</b>	Probationary period of two terms followed by a permanent contract
<b>Reporting to:</b>	Assistant Principal (Teaching and Learning)
<b>Working closely with:</b>	Vice Principal; Head of Data and Assessment; members of the Academic Team; colleagues in other teams
<b>Hours:</b>	Majority of hours to be within the school day (8.15am-6.00pm).

#### Purpose of Job:

The Teacher in Charge of Art will teach this subject at all Key Stages. The successful candidate will ensure that there are high standards of teaching, learning and assessment in their lessons. The Teacher will be an essential member of the Academic Team and contribute towards the excellent academic outcomes for students.

The successful candidate will work towards fulfilling the school's commitment to an excellent academic education and will promote and embody the school's ethos: the Elmhurst Way.

The school is committed to working as one to best meet the needs of all students and therefore the successful candidate will demonstrate an interest and enthusiasm in supporting young people in all aspects of school life to fulfil the school's vision of being outstanding in everything we do: Live, Dance, Learn.

## ain Duties and Responsibilities:

### **Accountabilities:**

1. To work within the Academic Team constructively and effectively.
2. To teach your specialist subject up to A Level.
3. To be an excellent classroom practitioner.
4. To keep up to date with key national and local initiatives impacting on subject delivery.
5. To monitor the progress of pupils according to the current policies.
6. To lead, where applicable, curriculum trips relevant to the development of students in this subject area.
7. To contribute to School Self-Review & the School Development Plan as required.
8. To provide key contributions to Team and management meetings as required.
9. To be prepared to work with colleagues within the Team and in other areas to meet whole school objectives.
10. To support the development of the whole school culture and ethos of the 'Elmhurst Way' with colleagues and students.
11. To take part in the school tutoring programme, PHSE delivery and assemblies, as appropriate.
12. To adhere to the Elmhurst Way and the Professional Code of Conduct at all times.
13. To be prepared to undertake such other tasks, as the Vice Principal or Principal may reasonably deem necessary.
14. To be prepared to initiate and participate in additional events in order to promote high standards within the Department and the School community.

### **General**

15. Attend and participate in staff and working group meetings and training as appropriate.
16. Adhere to and work within Elmhurst School practices and policies including those relating to Equal Opportunities.

***This job description is subject to change at the discretion of the Principal.***

**Person Specification:**

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

	<b>Essential</b> These are qualities without which the Applicant could not be appointed	<b>Desirable</b> These are extra qualities which can be used to choose between applicants who meet all of the essential criteria	<b>Method of assessment</b>
<b>Qualifications</b>	Hold a relevant Degree Be a qualified teacher	Further Educational Qualifications	Certificates
<b>Stakeholder Focus</b>	Demonstrable understanding of Elmhurst as an organisation, school vision and needs.	Evidence of responding quickly to stakeholder needs and resolving concerns.	Application form Interview Professional References
<b>Knowledge &amp; Experience</b>	Able to teach to A Level in Art and Design Able to teach children of differing abilities Awareness of national initiatives which may affect curricular practice.	Classroom observation experience Leading School Trips	Application Form Interview Professional references
<b>Skills</b>	Be an excellent classroom practitioner, maintaining high academic standards and standards of behaviour. Be able to work alone and as part of a team. Be committed to the development of Teaching and Assessment for Learning at Elmhurst.	Skills in an additional subject area or ability to lead an enrichment activity of interest.	Application Form Interview Professional references
<b>Innovation</b>	Desire to initiate change where appropriate.	Ability to initiate interesting school projects involving other colleagues.	Interview Application From Professional References

<b>Personal competencies and qualities</b>	An excellent communicator Able to identify and share good pedagogy Good sense of humour Ability to deal calmly and effectively with stressful situations High level of personal integrity Highly organised & methodical Well presented & personable Genuine enthusiasm and the ability to work well within a wider staff team.		Application Form Interview Professional references
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**In common with all employees of the school, the post-holder will be expected to share the:**

- **Motivation to work with children and young people**
- **Ability to form and maintain appropriate relationships and personal boundaries with children and young people**

## **EQUAL OPPORTUNITIES POLICY STATEMENT**

Elmhurst School is striving to be an equal opportunities employer.

In line with the current legislation, as an employer of staff, we aim to ensure that all job applicants, staff and volunteers do not suffer unfair discrimination because of their race; colour; nationality; ethnic origin or religious belief; social class or caste; age; disability; sexual orientation; marital status; family situation; or gender.

We aim to ensure that all people with whom we work are valued for their contribution and are given the opportunity to realise their full potential within the organisation.

Elmhurst School believes that following a policy of equality of opportunity will benefit not only the individual but will also benefit and enrich the whole organisation.

## **DISCLOSURE & BARRING SCHEME**

This post is classed as having a high degree of contact with children or vulnerable adults and is exempt from the Rehabilitation of Offenders Act 1974. An enhanced disclosure will be sought through the Disclosure and Barring Scheme as part of our pre-employment checks.

## **ADDITIONAL INFORMATION**

The jobholder is required to contribute to and support the overall aims and ethos of the school. All staff are required to participate in training and other learning activities, and in performance management and development as required by the schools' policies and practices.

**The duties and responsibilities listed above are provisional. Further details may be supplied when the person is appointed. The post holder is expected to accept any reasonable alterations that may from time to time be necessary.**

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