

## **JOB DESCRIPTION**

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<b>JOB TITLE:</b>	Teacher of Business – Maternity Cover
<b>REPORTING TO:</b>	Pathway Leader
<b>SALARY:</b>	£27,408 - £43,061 per annum (Actual salary £16,444 - £25,836)
<b>HOURS:</b>	Part Time – 0.6 FTE

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### **Main Duties**

#### **1 Teaching**

- Teach students in accordance with the relevant curriculum, including the setting and marking of work.
- Clarifying learning intentions for students and making success criteria clear.
- Engineering effective classroom discussions, questions and tasks that elicit evidence of learning.
- Regularly assessing students' skills and knowledge, and adjusting teaching plans in light of this information.
- Providing feedback to students which moves their learning forward, and giving them opportunities to act on this feedback.
- Support students to take ownership of their learning, and to support their classmates' learning.
- Keeping up to date with subject knowledge, pedagogy and external requirements such those set by awarding bodies or government legislation.
- Preparing schemes of work and lesson plans which are adapted to personal needs of students, and provide scope for spaced and interleaved practice.
- Develop students' Maths, English and study skills.
- Explicitly developing students' skills to act and respond in thoughtful, engaged ways, preparing them to thrive in the working world and in civil society.
- Creating a rich and inspiring climate for learning with varied and engaging activities, which motivate and challenge students.
- Managing behaviour consistently and positively.

#### **2 Tracking and monitoring**

- Record and monitor student progress at frequent intervals, taking into account starting points to enhance the value added results for all students.
- Using PLCs with students to set targets, evaluate achievement of learning outcomes and plan suitable interventions for improved academic performance.
- Report regularly to students, their parents or guardians, and to curriculum leaders on the progress and predicted achievement of students.
- Scheduling meetings with students to plan for their progression.
- Forge positive and considerate relationships with students, liaising with others to support them wherever this is helpful, and reporting any safeguarding concerns quickly and appropriately.

### 3 Other responsibilities

- Reflecting on, and developing your own professional practice and supporting others in the college community to do the same.
- Work with the relevant department(s) and Pathway Leader(s) to provide an interesting and engaging programme of events and activities for students
- Support college pastoral arrangements and where required, take on the role of tutor for an assigned group of students
- Where required, support and guide students in completion of UCAS applications and in other careers and progression activities.
- Support and contribute towards arrangements for preparing students for public exams

#### General Responsibilities

- **SAFEGUARDING** - All staff are expected to safeguard and promote the welfare of students. All staff are also required to complete safeguarding training and attend further training as needed.
- **EQUAL OPPORTUNITIES** –We are committed to the equal opportunities for all. Staff are expected to act in accordance equal opportunities policy and practice.
- Support the aims and ethos of the college and promote and work in accordance with College policy and practice
- Carry out any other duties commensurate with the general responsibilities of the post.
- To undertake and/or support the delivery of any training or development as required by the College.

## PERSON SPECIFICATION

### Teacher

	Essential/ Desirable
<b>Qualifications</b>	
A degree or equivalent qualification in the subject area, or in a related discipline	E
Teaching Qualification- i.e. PGCE, Diploma in Education and Training, or equivalent	E
<b>Experience</b>	
Experience of teaching on A level and/or L3 vocational courses in the specified subject area	E
Experience of raising and/or maintaining good standards of student attainment and progress	E
A track record of excellent teaching and learning	E
Experience of analysing and using student data to help improve outcomes	E
Experience of assessing student progress and providing effective feedback	E
Experience of providing pastoral support to students	D
<b>Skills &amp; Abilities</b>	
Ability to use a range of teaching strategies to engage students and support learning	E
Ability to foster and promote positive relationships with students and the wider team	E
Ability to communicate effectively with others	E
Good ICT skills and the ability to use modern technology effectively within the classroom	E
<b>Knowledge and Understanding</b>	
An understanding of the needs and motivations of young people	E
A solid understanding around issues of safeguarding	E
Understanding of post 16 education provision and progression routes	E
<b>Personal Attributes</b>	
Commitment to professional development and learning	E
Emotionally intelligent and able to build trust with others	E
Commitment to achieving and maintaining high standards for teaching and learning	E
Passion and enthusiasm for the subject area and ability to convey this to students	E