

Job Description: Humanities Teacher

Responsibilities

The responsibilities outlined in this job description may be modified by the Director or Head of School, with your agreement, to reflect or anticipate changes in the job, commensurate with the salary and job title.

Curriculum Planning and Delivery

- Plan and deliver weekly and termly teaching programmes for Humanities subjects in line with the curriculum.
 - Prepare students for GCSE and A Level qualifications in Humanities-based subjects (e.g., History, Geography, Religious Studies, Politics).
 - Contribute to the Life Skills, Employability, Enrichment, and PSHE programmes.
 - Plan differentiated lessons to ensure all students achieve their potential, using various methods, including ICT and multimedia tools.
 - Develop schemes of work for Humanities subjects to ensure progression in student learning.
 - Set clear learning targets based on prior attainment and ensure effective monitoring, assessment, and reporting.
 - Maintain clear expectations for behaviour and foster a productive learning environment in Humanities lessons.
 - Monitor and report student progress through assessments, half-termly grade cards, annual reports, and Parents' Evenings.
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Administration and Classroom Management

- Maintain accurate attendance registers and comply with all school policies.
- Organise and manage classroom resources, including teaching materials and project-based learning tools.

- Supervise and assist Teaching Assistants in lesson preparation, evidence gathering, and student observations.
 - Establish links with the local community, including cultural, historical, and political institutions, to enhance students' education and career preparation.
 - Play an active role in the wider school team, including contributing to Enrichment activities and cross-curricular projects.
 - Undertake pastoral responsibilities and administrative duties as required by the Head of School.
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Subject Leadership

- Take responsibility for Humanities subject areas, staying up to date with developments and sharing best practices with colleagues.
 - Attend department meetings, curriculum planning, and moderation sessions.
 - Assist in creating and updating schemes of work and subject-related resources for Humanities disciplines.
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Pastoral Duties

- Undertake the role of a form tutor, providing pastoral support and guidance.
 - Manage student behaviour, ensuring a safe and orderly learning environment in Humanities classrooms.
 - Support students' emotional and academic well-being, following school behaviour policies.
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Extra-Curricular and Community Engagement

- Promote careers in Humanities subjects through classroom activities, displays, and themed events (e.g., History Week, Cultural Awareness Month).
- Facilitate educational visits, guest speakers, and wider community events linked to Humanities learning.

- Encourage student participation in extra-curricular activities such as historical projects, debates, and essay competitions.
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Professional Responsibilities

- Attend staff meetings, INSET sessions, Parents' Evenings, and other key school events.
 - Provide cover for absent colleagues, including examination invigilation, as required.
 - Participate in the school's performance management scheme and professional development programmes.
 - Follow school policies and uphold the school's aims and values, including equal opportunities.
 - Set appropriate student work during planned absences and ensure timely communication with the Head of School.
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Safeguarding

- Complete Child Protection Training and uphold safeguarding policies to ensure student welfare.
- Maintain a valid Enhanced Disclosure and Barring Service (DBS) certificate.
- Promote and safeguard the welfare of all children and young people under your care or supervision.