

## Job Description

<b>Post Title:</b>	<b>Class Teacher (ECTs Welcome)</b>
<b>Location:</b>	<b>Portland Spencer Academy</b>
<b>Salary/Pay Range:</b>	<b>Main Pay Scale M1 -M6</b>
<b>Hours of work:</b>	<b>Part Time – 12 hours per week (3 afternoons)</b>
<b>Reporting to:</b>	<b>Principal</b>

### Purpose of Role

As a Main Scale Teacher you will be expected to carry out the professional duties of a school teacher under the relevant sections of the current School Teachers' Pay and Conditions Document.

This role, initially, will provide teaching capacity and cover across Upper Key Stage 2 for 3 afternoons a week.

You are required to carry out your duties in line with the stated ethos and principles of the school and in line with your responsibility for promoting and safeguarding the welfare of children and young persons for whom you are responsible or come into contact with.

Support and contribute to the school's commitment to enhancing the learning provision, experience and outcomes, enabling all children to have the best possible start and life chances.

In addition to the above you may be asked to undertake any other duties which may reasonably be regarded as within the nature of the duties and responsibilities/grade of the post.

### Nature and Scope

Working as part of this important team you will be required to carry out the following duties. The nature of the Academy Year requires some of these tasks to be done regularly whilst others will be on an annual cycle

The post holder will be expected to use all Trust standard computer hardware and software packages where appropriate.

Specific responsibilities include:

### Main Duties and Responsibilities

- Be a great role model as a teacher
- Ensure consistent approaches and strategies for teaching and learning are utilised
- Be committed to raising the quality of teaching and learning across school
- Building effective relationships with parents/carers and deal with day-to-day issues as they arise
- Ensure that parents/carers are well-informed about the curriculum, targets, children's progress and attainment
- Be outward-facing, reading and researching current evidence to inform practice and pedagogy
- Take risks to enable creativity and innovation in education
- Set goals that stretch and challenge pupils of all backgrounds, abilities and dispositions
- Demonstrate consistently the positive attitudes, values and behaviour which are expected of pupils
- Uphold the Trust and Academies policies and equal opportunities
- Encourage excellent parental involvement within the daily routine
- Promote a love of learning and children's intellectual curiosity

- Contribute to the design and provision of an engaging curriculum within the relevant subject area(s)
- Use relevant data to monitor progress, set targets, and plan subsequent lessons
- Give pupils regular feedback, both orally and through accurate marking, and encourage pupils to respond to the feedback.

In addition to undertake such duties of a similar nature as may be reasonably directed by the Principal from time to time

Note:

The duties and responsibilities of the post may vary from time to time according to the changing needs of the school.

### General

- Work in a professional manner and with integrity and maintain confidentiality of records and information.
- Maintain up to date knowledge in line with national changes and legislation as appropriate to the role.
- Be aware of and comply with all Trust policies including in particular IT, Health and Safety and Safeguarding.
- Participate in the Trust Professional Performance Review process and undertake professional development as required.
- Adhere to all internal and external deadlines.
- Contribute to the overall aims and ethos of the Spencer Academies Trust and establish constructive relationships with nominated Academies and other agencies as appropriate to the role.

These above-mentioned duties are neither exclusive nor exhaustive, the post- holder may be required to carry out other duties as required by the Trust.

### Additional Information

**The Spencer Academies Trust is committed to safeguarding and promoting the welfare of all our students and expects all employees and volunteers to share this commitment. All posts are subject to enhanced DBS checks and completion of Level 2 safeguarding training.**

Name of Postholder:
Signature:
Date:

## Person Specification

	Essential	Desirable
<b>Qualifications and experience</b>		
<ul style="list-style-type: none"> <li>Educated to degree level</li> <li>Qualified teacher status – Primary trained</li> </ul>	<ul style="list-style-type: none"> <li>✓</li> <li>✓</li> </ul>	
<b>Knowledge and skills</b>		
Be a high quality classroom practitioner who; <ul style="list-style-type: none"> <li>Must have a sound understanding of primary practice</li> <li>Is able to plan, organise, model and resource an outstanding and stimulating curriculum and learning environment for individual children and groups of children and deliver, evaluate and assess learning</li> <li>Has a sound understanding and be able to demonstrate how assessment support good pupil progress and the drive for high standards</li> <li>Is able to use assessment information to devise well focused interventions to narrow learning gaps</li> <li>Has a sound knowledge and understanding of effective strategies used to narrow the gap between different groups of pupils</li> <li>Promotes equality of opportunity and equity</li> </ul>	<ul style="list-style-type: none"> <li>✓</li> <li>✓</li> <li>✓</li> <li>✓</li> <li>✓</li> <li>✓</li> </ul>	
<b>Personal qualities</b>		
<ul style="list-style-type: none"> <li>Able to form positive relationships with all children and motivate them to succeed</li> <li>Able to work with others in a team to support school improvement</li> <li>Relishes challenge</li> <li>Flexibility</li> <li>Good communication skills both orally and in writing</li> <li>Able to manage own workload effectively and meet deadlines</li> <li>Good interpersonal skills, with the ability to enthuse and motivate others and develop effective partnerships</li> <li>Willingness to share expertise, skills and knowledge and ability to encourage others to follow suit</li> <li>Maintain a personal commitment to professional development</li> <li>Commitment to the highest standards of child protection and safeguarding</li> <li>Recognition of the importance of personal responsibility for health and safety</li> <li>Commitment to the Trust's ethos, aims and whole community.</li> </ul>	<ul style="list-style-type: none"> <li>✓</li> <li>✓</li> <li>✓</li> <li>✓</li> <li>✓</li> <li>✓</li> <li>✓</li> <li>✓</li> <li>✓</li> <li>✓</li> <li>✓</li> <li>✓</li> <li>✓</li> <li>✓</li> </ul>	