**+POST: Main Professional Grade –English **

**RESPONSIBLE TO:** Learning Director English Directorate

**LEVEL:** M1 – U3

**CORE PURPOSE:** To meet high professional standards in teaching and learning in the English Learning Directorate in order to ensure that students’ knowledge, understanding and achievement are of the highest levels within the subject

**JOB DESCRIPTION**: The duties outlined in this job description are in addition to those covered by the latest ‘School Teachers Pay and Conditions’ document. The job description will be reviewed regularly to reflect or anticipate changes on the job, commensurate with the salary and areas of responsibility

**With the Learning Director the post holder will:**

* To help to deliver the Sponsors’ vision and translate into practice in the Academy
* Take a role in developing a learning culture with high expectations in a safe and secure learning environment

**SPECIFIC RESPONSIBILITES**

**Strategic Direction**

* To aspire to be an excellent classroom practitioner
* To lead high quality teaching and learning in the learning space
* To have a love of learning
* To have a passion for English

**Teaching and Learning**

* To contribute to schemes of work and curriculum materials for the appropriate subject
* To plan effective lessons matching the design of the lesson to the ability of the students
* To use student data to inform planning and progression
* To have high expectations of students, based on a sound knowledge of their prior and potential attainment
* To take account of the need for progression in students’ learning experience and be accountable for student attainment
* To ensure effective whole class, group or individual learning opportunities are available to students
* To set high standards of expectations of students’ behaviour through good classroom discipline, focused teaching and productive relationships
* To set and assess homework as an integral part of students’ learning
* To use opportunities to reinforce literacy and numeracy skills within the teaching
* To take opportunity to include the Academy specialisms in teaching and learning
* To use enterprising approaches to teaching and learning when appropriate
* To effectively deliver the tutorial programme
* To contribute to the extra curricular activities programme for students

**Management of the Academy**

* To apply best value for money principles in using the Academy’s resources
* To ensure that the accommodation provides a positive and safe environment which promotes well being and high achievement for all in the Academy

**Community and Partnerships**

* To work closely and in partnership with the Executive Board to ensure the successful ongoing development of the Academy
* To work in partnership with the Achievement Manager to ensure that the students in the tutor group are academically mentored according to the planned Academy programme

**Developing Self and Working with Others**

* To give clear and constructive feedback to students on how to move towards the next level or grade
* To work as a team member, identifying opportunities for working with colleagues and sharing good practice
* To set an example to students in work ethic, conduct, dress code, punctuality and attendance
* To take responsibility for one’s own professional development and keeping up to date in subject expertise and teaching skills/pedagogy
* To maintain effective working relationships with teaching and support staff
* To be a form tutor to a group of students and be responsible for the pastoral care as appropriate
* To keep an accurate register of attendance and encourage excellent punctuality and attendance
* To liaise with parent/carers as appropriate
* To take a positive approach towards innovation in teaching methodology and subject development

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| **Name of Post Holder:** |  |  |
| **Signature of Post Holder:** |  | **Date:** |