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 **Job Description**

**Teacher of A Level Biology**

**Job Description & Person Specification**

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|  | **Job Title:** | Teacher of A Level Biology  |
| **Reports to:** | Head of Department: Biology and Chemistry |
| **Salary:** | **NSFC Teacher Pay Spine**£30,796 - £45,277 |

**Summary of main purpose of Role**

To bring subject expertise and high expectations to the college and the classroom, delivering a first class student experience and outcomes.

**Key Responsibilities:**

**Teaching and Learning Delivery**

* Demonstrate a good and up to date working knowledge and understanding of a range of teaching, learning and assessment strategies and know how to use them to provide opportunities for all learners.
* Inspire and engage students through well-planned lessons with suitable structure, pace and challenges.
* Ensure lessons are effectively differentiated for the individual needs of students.
* Encourage students to think and talk about their learning, develop self-control and independence, concentrate, persevere and listen attentively.
* Work actively to create an ethos that promotes equality, celebrates cultural and academic diversity and ensures the inclusion of students of all abilities, including those with special educational needs.
* Establish good relationships that promote progress, whilst maintaining motivation and positive attitudes to learning.
* Regularly monitor and intervene when teaching to ensure effective learning and maintain an environment where students feel confident.
* Carry out associated preparation and assessment processes. Keep full records, report on development, progress and attainment.

**Course Operational Activities**

* Contributing to the learner experience through high quality enrichment activities including visits, placements, visiting speakers and other activities, as appropriate.
* Assess students’ work in accordance with NSFC assessment policy and awarding body assessment objectives and mark criteria utilising previous achievement data to promote the progress of all students.
* Record students’ progress systematically, keep records to check work is completed, monitor strengths and weaknesses, inform planning and recognise the grade/level at which the student is achieving.
* Mark, monitor and return work within a reasonable and agreed time span providing constructive feedback that clearly indicates strategies for improvement that are subsequently acted upon.
* Set sufficient appropriate work for formal assessment in line with the NSFC assessment cycle.
* Attend parents’ evenings according to the college calendar.

**Curriculum Organisation**

* Contributing to well-constructed and well-taught curriculum which facilitates excellent attendance, retention and achievement.
* Contributing to course development and implementation.
* Writing and revising schemes of work, lesson plans and associated materials.
* Maintaining learner records including those associated with attendance and learner progress.
* Contributing to oral and written assessments, reports and references relating to individual students and groups of students.
* Contributing to the student recruitment and selection process including enrolment, registration and the production and maintenance of marketing information.
* Attending and contributing to meetings as arranged.

**Standard responsibilities for all positions in NCG**

* Participate in any staff review/performance management processes involving the identifying and meeting of training needs for self and others.
* Take appropriate responsibility to ensure the health and safety of self and others.
* Pursue the achievement and integration of equal opportunities throughout all activities.
* Undertake any other tasks and responsibilities appropriate to the level of this post.
* Comply with all NCG policies and procedures.

NCG is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff to share this commitment.

**Person Specification**

|  | **Essential** | **Desirable** | **Method of assessment** |
| --- | --- | --- | --- |
| **Qualifications** |
| A degree in an appropriate subject. | ✓ |  | Application form |
| First class degree classification |  | ✓ | Application form |
| Qualified Teacher Status or a recognised teaching qualification. | ✓ |  | Application form |
| Level 2 Maths and English. | ✓ |  | Application form |
| Broad portfolio of professional development |  | ✓ | Application form |
| Postgraduate qualification in a related subject area. |  | ✓ | Application form |
| **Experience (\* N/A if NQT)** |
| Experience of teaching A Level. \* | ✓ |  | Application form |
| Evidence of successful A Level achievement and value added. \* | ✓ |  | ApplicationForm / Interview |
| Experience as an examiner in your subject area. |  | ✓ | Application form |
| **Skills and Knowledge** |
| A passion for teaching the subject | ✓ |  | Micro-teach/ Interview |
| Ability to teach to a consistently good standard. | ✓ |  | Micro-teach |
| Ability to plan teaching and learning programmes, which meet students’ individual, needs in an inclusive environment. | ✓ |  | Micro-teach/ Interview |
| Excellent communication skills both verbally and written. | ✓ |  | Application Form / Interview |
| Ability to use IT skills to a good standard in a teaching and learning environment. | ✓ |  | Application/interview |
| Ability to manage own time and personal resources effectively | ✓ |  | Interview |
| Ability to work in collaboration with managers or your team to solve problems and make decisions. | ✓ |  | Interview |
| Knowledge and understanding of your subject at key stage 4 and 5. | ✓ |  | Interview |
| Up to date knowledge and understanding of teaching and pedagogy. | ✓ |  | Micro-teach/Interview |
| **Attributes / Other Requirements** |
| Committed to safeguarding and promoting the welfare of children, young people and vulnerable adults. We expect all staff to share this commitment.Staff will always strive to achieve 1 or 2 during lesson observation to demonstrate excellence in Teaching and Learning | ✓ |  | Interview |
| Reliable, resilient and conscientious approach to work with a commitment to professional development | ✓ |  | Interview |
| Satisfactory DBS clearance. | ✓ |  | DBS form |
| Eligible to work in the UK | ✓ |  | Employment check |

\*unless ECT