

JOB DESCRIPTION

Post Title	Teacher of English
Salary Range	MPR / UPR
Hours / Weeks per year	
Reporting to	Head of Faculty / Department
Primary Workbase (if specified)	

Job Purpose

To facilitate, implement and deliver a learning experience which provides students with the opportunity to achieve their full potential.

Key Accountabilities:

General Duties

- Support the education and welfare of students in accordance with national conditions of service, Teachers' Standards, the national curriculum, and the vision, aims, objectives, schemes of work and policies of the Governing Body.
- To share and support the College's responsibility for the well-being, progress and discipline of all students.
- Support the personal and social development of each student.
- Instil high aspirations, attainment and standards of behaviour.
- Keep up to date with developments in subject area; new resources, methods and national priorities.
- Participate in departmental meetings, parents' evenings, open evenings and whole school training events.
- Liaise and network with other professionals, parents and carers, both informally and formally.

Teaching

- Plan and prepare lessons in line with the Departmental/Faculty Schemes of Work.
- To take part in arrangements for the monitoring of homework and marking.
- To take part in arrangements relating to work scrutiny and moderation.
- To provide regular extended response practice for students.
- Contribute to and deliver individual education plans for students with particular learning difficulties.
- Adopt methodologies appropriate to lesson content, to meet the individual educational needs of each student.
- Ensure compliance with all school policies, developed in relation to Behaviour for Learning, assessment, marking, homework, rewards and reporting.
- Monitor and provide feedback on the work of students and ensure intervention strategies are put in place to ensure each student achieves his/her potential.
- Manage classroom resources effectively.
- Maintain good order and discipline among the students, applying appropriate and effective measures in cases of misbehaviour.
- Safeguard the health and safety of students, both when on school premises and when engaged in authorised activities elsewhere.

Personal Development

- Participate in the College's Performance Management Programme for teachers and undertake associated training.

- Share classroom practice, including observation of lessons, to improve practice within the school.

Pastoral

- If required, be the form tutor of an assigned tutor group and undertake associated duties.
- Carry out a share of supervisory duties in accordance with published rotas.

Other responsibilities:

- To follow and support school policies reflecting the school's commitment to high achievement and effective teaching and learning.
- To contribute to the maintenance of the school's ethos by expecting high standards from all of the students in both lessons and social times, and modelling these high standards personally.
- To ensure all duties and responsibilities are discharged in accordance with the school's health and safety at work policy.
- To promote and safeguard the welfare of children and young people you are responsible for or come into contact with.
- To undertake any other reasonable tasks as directed by the Headteacher.

Review:

This job description is subject to annual review and / or change at other times in response to identified needs. It is expected that the post holder will undertake additional duties, as required, and in agreement with their line manager, to operate in a flexible environment.

PERSON SPECIFICATION

QUALIFICATIONS AND TRAINING	Essential	Desirable	How Tested A – Application I – Interview T - Test
Honours degree in relevant subject	✓		A
Qualified Teacher Status	✓		A
Recent, relevant professional development	✓		A, I
EXPERIENCE			
Experience of successful secondary teaching or teaching practices	✓		A, I
Experience of successful teaching across the ability range	✓		A
Experience of effectively tracking students' progress	✓		A, I
KNOWLEDGE AND UNDERSTANDING			
Understanding of the main safeguarding principles	✓		A, I
Detailed working knowledge of NC and attainment levels and how to enable students to access higher levels	✓		A
Subject knowledge commensurate with that required for the effective delivery of exam board specifications	✓		A
Flexible attitude to learning with a variety of teaching styles	✓		A
Use of ICT to meet the needs of students to improve their outcomes and raise standards	✓		I
Ability to generate new ideas about the delivery and students' engagement and enjoyment of the subject	✓		A,I
Use of data to inform decision-making	✓		I
SKILLS AND ABILITIES			
Good interpersonal, verbal and written communication skills with adults and children alike in a variety of settings	✓		A, I
Good level of competence in ICT	✓		A, I
Ability to work flexibly and under own initiative to achieve objectives	✓		I
Ability to prioritise, coordinate and organise work under pressure	✓		I
Ability to work on own initiative and self-manage	✓		A, I
Ability to translate theory into classroom practice	✓		A, I
Highly effective practitioner	✓		A, I
Ability to identify personal training needs	✓		A, I
Ability to make positive relationships with disaffected learners	✓		A, I
Ability to understand and deal with issues affecting students with challenging behaviours	✓		A, I
Ability to use SIMs		✓	A

PERSONAL QUALITIES AND ATTITUDES			
Ability to maintain high quality professional relationships with all	✓		
Ability to be discreet and professional at all times, ensuring confidentiality is upheld	✓		
Calm, approachable, resolution-focussed disposition.	✓		
Conscientious and positive disposition	✓		
Willingness to participate in further training and developmental opportunities to further knowledge	✓		
Commitment to young people and ensuring the school facilitates the highest possible outcomes	✓		
Enthusiasm and strong motivation	✓		
Commitment to equal opportunities and inclusion	✓		