

SAPIENTIA EDUCATION TRUST

WYMONDHAM COLLEGE JOB DESCRIPTION

BANK / SUPPLY TEACHER

Line Manager:	Director of Subject
Salary:	MPS minimum – maximum
Residential Status:	Non Resident

THE POST

We are seeking to appoint an inspiring and energetic Bank / Supply Teacher with a commitment to achieving excellence for all our students. You will be an excellent teacher and have an unwavering passion for your subject. You will have a clear focus and understanding of what makes outstanding teaching and learning and provide excellent outcomes for students.

Wyndham College is a member of the Sapientia Education Trust (SET).

On appointment, the successful candidate will be required to complete a six-month probationary period.

PERSON SPECIFICATION

Personal Qualities. Wyndham College expects its teachers to have the following personal qualities:

- Be an innovative, independent thinker with the capacity for strategic thinking;
- Be creative and proactive in finding solutions;
- Be flexible and adaptive to changing needs and priorities;
- Be resilient, calm and tenacious under pressure;
- Be insightful and analytical with good problem-solving skills;
- Have excellent communication skills and evidence of being able to build and sustain effective working relationships with staff, students, parents and the wider community;
- Be a self-reflective practitioner who always seeks to improve;
- See the 'big picture' in relation to whole school priorities & improvement;
- Able to reason their educational philosophy, in tune with the school ethos;
- Be willing to contribute to the extra-curricular life of the school ;
- Possess a sense of humour;
- Have the ability to inspire and enthuse staff and students about their subject;
- Be highly self-motivated, able to energise and motivate others;

- Be insightful and understanding of national, international and research developments relevant to teaching and learning in their subject.

Professional Competence. Wymondham College expects its teachers to have the following professional competences, or in the case of newly qualified teachers, the College would expect them to develop the following competences:

- Be an Outstanding Teacher (or have the potential to be) with evidence of impact on student outcomes with a proven track record of total commitment to helping every student achieve their very best and make progress;
- Have excellent understanding of what constitutes excellence in teaching and learning;
- Have a keen understanding of data and be able to analyse patterns in performance over time;
- Be a positive role model for students and staff on a day-to-day basis;
- Collaborate effectively with staff, parents/carers and students;
- Liaise and work with partner schools, HEIs, Examination Boards and other relevant external agencies in the pursuit of continued improvement;
- Excite and engage visitors about the College at Open Evenings and all other events;
- Have very high expectations of the learning of all students at all times;
- Work with colleagues across all key stages to ensure embedded transition from Key Stage 1 to 5.

JOB SPECIFICATION

General Responsibilities

The teacher will be responsible to the Principal, through their Head of Department, for teaching classes in the College using their skill, experience, and best endeavors and in accordance with Teachers' Standards. They will abide by the Code of Conduct for Staff and Volunteers at Wymondham College. A contribution to the wider life of the College is an expectation of all staff, for example by supporting the extra-curricular activities within their teaching department.

The successful candidate will be employed as a teacher under the standard conditions of service for teachers at Wymondham College. This includes the requirement to work on some Saturday mornings. Additional holiday entitlement compensates for Saturday morning work and the annual requirement for directed time is 1265 hours in line with the STPCD.

Wymondham College is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

The post-holder will have access to and be responsible for confidential information and documentation. They must ensure confidential or sensitive material is handled appropriately and accurately.

A non-exhaustive list of specific responsibilities for the role is below and you will be required to undertake other duties and responsibilities as may reasonably be required.

General Teacher Responsibilities

- To be an ambassador for your subject and the School;
- To model the core values of the School in your professional life;
- To be visible throughout the School – leading and supporting the School community to commit to the core values of the School. This includes participating in and supporting duty teams, emergency cover, and ensuring excellent behaviour, attitudes and standards of students;
- To establish a culture that promotes excellence, equality, and high expectations for all students;
- To communicate effectively with parents and students;
- To work in your subject area to effectively meet the subjects aims and uphold the School's values;
- To be part of the Performance Management process;
- To contribute positively to discussions leading to the development of effective policies, practices and structures;
- To effectively analyse patterns and trends in data and respond to these via reviews of lessons, teaching delivery and schemes of work;
- To ensure that resources are efficiently and effectively used to achieve the aims of the School and to facilitate its day to day operation;
- To respond professionally to unplanned situations, crises, and emergencies whenever they arise to ensure the safety and efficiency of staff and students of the School and to maintain good discipline;
- To take an equitable share of duty supervision;
- To be part of the pastoral system working as a form tutor;
- To take on additional responsibilities as directed by the Headteacher and/or CEO.

Specific Teacher Responsibilities (To be updated annually or when required)

- To have responsibility for teaching the curriculum to class groups, taking into account the School's mission statement and ethos.
- To ensure that students needs are fully catered for within lessons and appropriate interventions are in place.

REMUNERATION

Salary Details:

This post will be paid on the Main Teacher Scale depending on candidate experience.

All payments are pensionable under the Teachers' Pension Scheme.

Wyndham College staff enjoy a number of non-contractual benefits, including free refreshments and midday meals during term-time.

DRESS CODE

The post-holder will be expected to wear appropriate business attire and will be supplied with appropriate Staff ID. This must be worn at all times to ensure that students, staff and visitors are able to identify Wyndham College employees.

PRE-EMPLOYMENT CHECKS

All staff must be prepared to undergo a number of checks to confirm their suitability to work with children and young people. The Trust reserves the right to withdraw offers of employment where checks or references are deemed to be unsatisfactory.

REVIEW

The Job Description will be reviewed annually as part of Wymondham College's Performance Management programme.