

## St Columba's Catholic Primary School (04/13)

Personnel Specification for the post of : **Class Teacher**

Summary of the job: To teach children within the school in the role of the Class Teacher

To take responsibility for co-ordinating areas of the curriculum as required (once full teacher status acquired, if NQT)

**The Governing Body of St Columba's is an Equal Opportunities Employer and requires its employees to carry out its policies concerning race, gender and the rights of the people with disabilities in terms of equal opportunity for employment**

|                                   | <b>Essential</b>  | <b>Desirable</b>  | <b>How Identified</b>                       |
|-----------------------------------|---|---|---|
| Experience                        | Appropriate experience of successful teaching within 3 to 11 age range (Teaching Practice would suffice).   | Experience of teaching pupils in the Key Stage or area the post is situated in.   | Application form<br>References<br>Interview |
| Qualifications                    | Qualified Teacher Status.<br>B.Ed, or PGCE, or other degree with a large component being Education.   | Qualification in one or more areas of Primary School Curriculum.<br>Catholic Teachers Certificate.  | Application form<br>Interview               |
| Training                          | Satisfactory completion of an approved teacher's training course.   | Training for the Key Stage or area post is located in.<br>Attendance at additional courses.   | Application form<br>Interview               |
| Physical                          | Physically and mentally fit and able to deal with the pressures of a class teacher post.  |   | Application form<br>Interview               |
| Special Knowledge                 | Particular knowledge of one or more areas of the Primary School curriculum.   | Wide range of interests and specialisms of use to a primary school and an awareness of recent government initiatives relating to education. | Application form<br>Interview               |
| Circumstances – Personal          | Able to devote time to out of school extra-curricular activities.<br>Prepared to attend suitable courses in out of school time.<br>Will not require time off school except for ill health.              |   | References<br>Interview                     |
| Disposition, Adjustment, Attitude | Able to act in a patient and understanding manner whilst remaining firm and fair.<br>Able to work as a member of a team.<br>Keen, enthusiastic and willing to support the ethos of our Catholic school. | An ability to teach in other areas of the school and the potential to take on more demanding roles in the future.                           | References<br>Interview                     |
| Practical/intellectual skills     | Appropriate level of intellectual ability.<br>Willing to make a significant contribution to the school.   | Able to motivate and lead colleagues. Ability to organise and manage colleagues well.   | Application form<br>References<br>Interview |