

JOB PROFILE

BELIEF · COURAGE · LOVE

Post Title:	Class Teacher with Key Stage Responsibility
Reporting Relationships:	Headteacher
Salary:	MPS (National Teachers Pay & Conditions Apply), plus TLR
Location:	St Mary's Catholic Primary School, Malton
Contract:	Full-time, Permanent

Job Purpose:

St. Mary's Catholic Primary School is seeking to recruit an excellent Class Teacher. We welcome applications from enthusiastic and highly motivated teachers. To contribute to the provision of high-quality Learning and Teaching at the school, ensuring maximum success for all. To be a role model for the school community and raise levels of pupil achievement.

Main Duties and Responsibilities

The Post holder working to this job description may undertake any of the following main duties and responsibilities.

The key areas of leadership are; -

- strategic direction and development of the key stage.
- the quality of teaching and learning;
- leading and managing staff;
- efficient and effective deployment of staff and resources.

1. Strategic Direction and Development

- a) To have a development / improvement plan for Key Stage provision.
- b) To attend regular meetings of the leadership team to contribute to strategic planning for the school.
- c) To promote high professional standards and to lead by example.
- d) To keep abreast of current educational thinking
- e) To promote a positive image of the school in the community.
- f) To promote a positive ethos within your unit in accordance with the school's stated values including ensuring a stimulating environment with engaging and interactive displays.

2. Teaching and Learning

- a) To oversee and monitor the quality and the delivery of the curriculum within the Key Stage.
- b) To evaluate success re: the above and to set areas for improvement.
- c) To establish high expectations of all pupils.
- d) To ensure that schemes/modules of work are relevant and stimulating and that they are regularly reviewed and modified.
- e) To monitor and evaluate the quality of teaching and learning within the Key Stage.
- f) To encourage and develop enhanced learning opportunities; visits, visitors, fieldwork, enrichment events etc.
- g) To lead positive behaviour management and pastoral guidance.

3. Leading and Managing Staff

- h) To support, in liaison with SLT, the induction of new staff joining the Key Stage. (ECT's will also be mentored by SLT).
- i) To promote the school's values and to ensure that these are reflected in the work of all staff in the Key Stage, so that staff are enthusiastic, supported and working to a common purpose.
- j) To effectively deploy Key Stage staff in consultation with the SLT.
- k) To set a professional example in terms of teaching, energy and effectiveness.

- l) To manage performance management within the Key Stage by fulfilling the role of team leader for post holders.

Other duties, as directed by the Head Teacher and which are commensurate with those expected of all QTS staff in accordance with nationally agreed teachers' standards and the current Teachers' Pay and Conditions Document.

Safeguarding, Equality & Diversity and Health & Safety

- To safeguard and promote the welfare of children for whom you have responsibility or come into contact with, to include adhering to all specified procedures.
- To carry out your duties with full regard to the Trust's Equality Policy and Race Equality Scheme.
- To comply with Health and Safety policies, organisations statements and procedures, report any incidents/accidents/hazards and take a proactive approach to health and safety matters in order to protect both yourself and others.

These duties are neither exclusive nor exhaustive, and the post holder will be required to undertake other duties and responsibilities, which the SMCCAT may determine.

The successful applicant will be required to comply with all trust policies.

The successful applicant will be subject to relevant vetting checks, including a satisfactory enhanced disclosure before an offer of appointment is confirmed. The Trust is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment.

PERSON SPECIFICATION

Qualifications & Education

		Essential	Desirable
1	Teaching Qualification, or equivalent	✓	
2	Training or qualification relevant to working with Key Stage One and/or Key Stage Two		✓
3	First Aid Qualification		✓
4	Enhanced DBS		✓
5	Minimum of 5 GCSE passes at Grade C or equivalent, including Maths & English		✓

Experience & Knowledge

		Essential	Desirable
6	Experience of teaching within Key Stage One and/or Key Stage Two	✓	
7	Experience of positive behaviour management strategies	✓	
8	Minimum 2 years' experience of working with children with additional needs	✓	
9	Experience of 'mixed age' teaching and planning		✓
10	Experience of curriculum development, monitoring and assessment		✓
11	Experience of a creative curriculum based upon key skills		✓
12	Experience of child-initiated learning		✓
13	Secure understanding of safeguarding and child protection procedures	✓	

Skills

		Essential	Desirable
14	Demonstrable interpersonal skills.	✓	
15	Ability to work successfully in a team.	✓	
16	Confidentiality.	✓	
17	Initiative	✓	
18	Motivation to work with children and young people.	✓	
19	A detailed knowledge of the Primary curriculum	✓	
20	Ability to organise a stimulating learning environment inside and outside and demonstrate excellent creative teaching skills	✓	
21	Good organisation of recording and evaluating progress	✓	
22	Effective skills in managing and organising own time and directing deployment of teaching assistants	✓	
23	Adequate ICT skills to be effective in your job	✓	
24	Ability to form and maintain appropriate relationships and personal boundaries with children and young people.	✓	
25	An understanding of Assessment for Learning Strategies		✓
26	The ability to converse at ease with customers and provide advice in accurate spoken English is essential for the post	✓	
27	Leading and managing staff		✓

Personal Attributes & Other Requirements

		Essential	Desirable
27	A willingness to support Catholic / Christian ethos of schools	✓	
28	To assist in ensuring that St Margaret Clitherow Catholic Academy Trust's equalities policies are considered within the school's working practices in terms of both employment and service delivery	✓	
29	Emotional resilience in working with challenging behaviours; and, attitudes to use authority and maintaining discipline.	✓	