**Dale Community Primary School – Job Description**

**Post: Teacher**

**Pay scale: Main scale**

The post holder is responsible to the Head Teacher.

The appointment is subject to the current conditions of employment for Class Teachers contained in the School Teachers’ Pay and Conditions Document, the 1998 School Standards Framework Act, the required standards for Qualified Teacher Status and Class Teachers and other current legislation.

**Areas of Responsibility and Key Tasks**

Planning, teaching and class management – to:

Teach allocated pupils by planning their teaching to achieve progression of learning:

* Identify clear teaching objectives and specifying how they will be taught and assessed
* Set tasks which challenge pupils and ensure high levels of interest
* Set appropriate and demanding expectations
* Set clear targets, building on prior attainment
* Identify SEN and very able pupils
* Provide clear structures for lessons maintaining pace, motivation and challenge
* Make effective use of assessment and ensure coverage of programmes of study
* Ensure effective teaching and best use of available time
* Monitor and intervene to ensure sound learning and discipline
* Use a variety of teaching methods to:

a. Match approach to content, structure information, present a set of key ideas and use appropriate vocabulary

b. Use effective questioning, listen carefully to pupils, and give attention to errors and misconception

c. Select appropriate learning resources and develop study skills through library, ICT and other sources

* Ensure pupils acquire and consolidate knowledge, skills and understanding appropriate to the subject taught
* Evaluate their own teaching critically to approve effectiveness.

Monitoring, assessment, recording, reporting – to:

* Assess how well learning objectives have been achieved and use them to improve specific aspects of teaching
* Mark and monitor pupils’ work and set targets for progress
* Assess and record pupils’ progress systematically and keep records to check work is understood and completed
* Monitor strengths and weaknesses, inform planning and recognise the level at which the pupil is achieving
* Prepare and present informative reports to parents.

Other professional requirements – to:

* Have a working knowledge of teachers’ professional duties and legal liabilities
* Operate at all times within the stated policies and practices of the school
* Establish effective working relationships and set a good example through their presentation and personal and professional conduct
* Endeavour to give every child the opportunity to reach their potential and meet high expectations
* Contribute to the corporate life of the school through effective participation in meetings and management of the school
* Take responsibility for their own professional development and duties in relation to school policies and practices
* Liaise effectively with parents and governors
* Take on any additional responsibilities which might from time to time be determined.

Specific duties and responsibilities will be agreed in consultation with the Head Teacher to reflect the strength of the post holder and the needs of the school.

**Dale Community Primary School - Person Specification**

**Post: Teacher**

**Method of candidate assessment: A = Application form / I = Interview / T = Task**

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| **Selection criteria** | **Method** | **Essential** | **Desirable** |
|  | | | |
| **Qualifications** | | | |
| Qualified Teacher Status | A | √ |  |
| Further / continued CPD | A | √ |  |
| **Knowledge and Understanding** | | | |
| What constitutes quality and high standards in learning and teaching | A / T | √ |  |
| Inclusion and strategies for engaging all learners | A / T | √ |  |
| What constitutes appropriate and successful relationships with children | A / T | √ |  |
| Child protection in a primary school | I | √ |  |
| Achieving and sustaining high standards | I | √ |  |
| Effective organizational skills | I | √ |  |
| Ability to work well with parents and carers | A / I | √ |  |
| Using a positive approach to promote learning excellent behaviour | A / T | √ |  |
| Confident and competent user of ICT | A | √ |  |
| The National Curriculum and its assessment | A / I | √ |  |
| Commitment to the personal welfare and safeguarding of children | I | √ |  |
| How the learning environment supports high standards | A |  | √ |
| Cross curricular learning and teaching | A |  | √ |
| How the curriculum supports the ethos and values of  a school | A |  | √ |
|  | | | |

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| **Selection criteria** | **Method** | **Essential** | **Desirable** |
|  | | | |
| **Experience** | | | |
| Proven ability as an excellent classroom teacher (as a member of staff) | A / T | √ |  |
| Working effectively in a team | A / I | √ |  |
| Proven record of effective subject leadership | A |  | √ |
| **Attributes and competencies** |  |  |  |
| Passionate about Learning and Teaching | A / I | √ |  |
| Willingness to use variety of teaching strategies to engage all learners | A / T | √ |  |
| Displays warmth, care and sensitivity in dealing with children | A / T | √ |  |
| Open minded, self-evaluative and adaptable to changing circumstances and new ideas | A / I | √ |  |
| Able to enthuse and reflect upon experience | A / I | √ |  |
| Willingness to be involved in the wider life of the school | A | √ |  |
| Ability to work flexibly | A | √ |  |
| Ability to prioritise | A | √ |  |
| Good interpersonal / communication skills | A / I | √ |  |
| Ability to remain positive, retain your sense of humour, a willingness to learn and the will to continue to strive for excellence | A / I | √ |  |
| Support for an enriched curriculum through out of hours learning and educational visits | A |  | √ |
| Willingness to engage with the opportunities for learning presented by the building | A |  | √ |
| Insight into what is important in our school  Brings personal interests and enthusiasms to the school community | A / I |  | √ |