

JOB DESCRIPTION

Post Title: Teacher Scale: Inner London Teachers Pay Scale

Accountable to: Head of Faculty or Subject Leader (for teaching responsibilities)
Head of Year (for tutoring responsibilities)

Core purpose of the job:

To secure continuous improvement in the teaching of the subject, producing the highest standards of student achievement and ensuring that all students develop their knowledge, understanding, skills and abilities within a secure, challenging and motivating environment.

Key duties, responsibilities and tasks:

1. promote the highest standards of achievement for all students with particular regard for all in the post-holder's classes and tutor group.
2. maintain the highest quality of monitoring, evaluating and improving
3. maintain the highest quality of assessment, recording and reporting
4. maintain the highest possible quality of relationships with students, parents and colleagues
5. manage resources effectively
6. ensure every student has access to appropriately challenging and stimulating teaching and learning resources.
7. maintain a very positive learning environment in the classroom or work-place.
8. insist upon and demonstrate the highest standards of personal conduct and self-responsibility from students.
9. take an active part in Performance Management
10. develop own professional skills and competencies.
11. follow all policies and procedures of the school, department and Year Team including all aspects of examinations and assessment, recording and reporting of achievement, attendance and punctuality, uniform, behaviour.
12. play a full part in the review development and improvement of the school and the department, including the development of the departmental scheme of work and curriculum development.



13. promote the best interests of the school and its students.
14. follow all routines and procedures relating to the safeguarding and pastoral care of individual students in the group.
15. monitor all records of individual students in the Tutor Group, academic and pastoral and be pro-active in promoting their achievement and care.

Review of Job Descriptions

Job descriptions will be reviewed annually by the governors and may be changed after appropriate consultation.

Performance Management

Performance Management, which will be undertaken by the post-holder's line manager, will be based on reviewing performance against the job description and achieving objectives for further professional development.

Terms and conditions of employment

The terms and conditions of all posts are as described in Part XI of the current School Teachers' Pay and Conditions Document and in the Islington contract of employment.

Note:

This job description sets out the main duties of the post at the time when it was prepared. Such duties may vary from time to time without changing the general character of the post or the level of responsibility entailed. Such variations are a common occurrence and cannot necessarily justify a regrading of the post.

Signed:

Date:

PERSON SPECIFICATION

In your supporting statement it is essential that you address each of the following points giving evidence where appropriate. Your statement should not exceed two sides of A4, preferably typed.

The successful candidate should have:

Education and experience	1	Qualified teacher status and a degree in the relevant subject
	2	Appropriate training for the post and a willingness to continue training to manage the key areas and tasks outlined in the job description
	3	Effective classroom management skills
	4	Excellent punctuality and attendance record
	5	Clear education aims and values which are consistent with the school aim of high quality teaching and learning and good standards of achievement
	6	An understanding of how students learn and improve their skills, knowledge and understanding
	7	Good interpersonal relationship skills
	8	Good information and communication skills
	9	Good knowledge of the subject and how it can effectively be taught across key stages 3 and 4
	10	Good knowledge of student assessment techniques
	11	Knowledge of health and safety requirements
	12	A firm commitment to and ability to adhere to the school's Equal Opportunities Policy.
	13	A commitment to the safeguarding of all pupils