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**Job Specification Early Years Specialist**

Every member of staff at Our Lady of Fatima Catholic Multi Academy Trust has the responsibility to make a positive impact on children’s learning and wellbeing. Each jobholder is required to understand her/his part in this core purpose and to contribute to and support the overall vision, aims and ethos of the school.

**PURPOSE OF THE JOB**

To deliver high quality teaching and learning to pupils who are assigned to the postholder.

**MAIN DUTIES**

All teachers work within the statutory conditions of employment set out in the current School Teachers’ Pay and Conditions Document. The duties listed below are not therefore, an exhaustive list of what is required. The post holder will:

* Respect the Catholic ethos of the school
* Be responsible for the quality of teaching and learning of all pupils who are assigned to the postholder
* Be accountable to line manager and executive headteacher for achievement and wellbeing of children in his/her care
* Supervise the work of any support staff, including higher level teaching assistants and support teachers, who are assigned to work with the postholder’s pupils
* Take responsibility for her/his professional development by being willing to undergo relevant training that meets with the needs and priorities of the school
* To provide leadership across the school in a designated subject or curriculum area. This will include:
* monitoring quality and standards
* updating and implementing policies and practices for your subject
* maintaining and analysing assessment records for your subject area
* championing your subject across the school community
* providing professional support to other teachers and support staff
* leading appropriate professional development
* managing your subject area budget
* Run an after school club once in week in an area of the teachers interest and/or expertise (not necessarily in subject area)
* *Any other duties that are commensurate with the post and pay grade, under the direction of the executive headteacher and line manager.*

**JOB CONTEXT**

The school welcomes teachers of high professional standard and shares the responsibility with each teacher for continual review and the development of expertise.

The EYFS Specialist teacher will ensure they cover the relevant curriculum, monitor each child’s progress, differentiate work as needed and promote ‘love of learning’.

As a Catholic School, prayers are said throughout the day. There is collective worship every day and the postholder would lead some assemblies and prepare class assemblies. Whole School and class Masses are held throughout the year.

All teachers make a valuable contribution to the school’s development and, therefore, to the progress of all pupils. All teachers have a lead responsibility for a curriculum area and will be supported in that role by their line manager. Target tracker is a monitoring tool used by all teachers.

**The duties and responsibilities listed above describe the post as it is at present. The post holder is expected to accept any reasonable alterations that may from time to time be necessary.**

**Our Lady of Fatima Catholic Multi Academy Trust is committed to safeguarding and promotes the welfare of children and expects all staff and volunteers to support his commitment.**