

# Somers Heath Primary School

## Job Description – Lead Teacher



**Post:** Lead teacher

**Responsible to:** Headteacher

**Salary Scale:** TMS + Fringe + TLR (value based on experience)

### **CLASS TEACHER DUTIES**

See relevant section from the School Teachers' Pay and Conditions Document & Guidance on School Teachers' Pay and Conditions.

### **LEAD TEACHER**

With respect to the year group and your curriculum aspect/subject team you will:

- Provide a clear sense of direction and purpose, through which the school's improvement priorities are delivered.
- Set and model high expectations of teaching and learning and monitor its quality in a variety of ways, such as observation, work sampling, analysis of assessment data and seeking pupil and parent perspectives, in line with school policy
- Rigorously monitor attainment and progress rates of all pupils in your year group and in your subject across the school: addressing needs and ensuring all pupils make at least expected progress.
- Encourage and model a classroom environment that enhances effective learning and celebrates pupil achievement.
- Promote dialogue about teaching and learning through collaborative action research, in order to promote improvements and sustain good practice.
- Develop effective team practices in line with school policy, by being a good role model and through delegating tasks and responsibilities.
- Encourage and model positive and constructive working relationships with pupils, parents, staff and governors.
- Seek to improve the conditions for pupil learning by encouraging ongoing reflection and creative innovation/following the Catalyst Assessment System.
- Promote and model effective partnerships and collaboration with parents, other schools across the Trust and the wider community in order to draw upon the skills and talents available.

- Act as a mentor to new staff, or trainee teachers.
- Be a performance manager to appropriate staff members.
- Be a member of the school wider leadership team, attending fortnightly meetings.
- Carry out leadership tasks as directed by the Headteacher; report the impact of your actions termly, through a written report.

This job description may be amended at any time, after discussion with you, to meet the changing needs of the school or the individual at the reasonable discretion of the headteacher.

This job description does not form part of the Contract of Employment. It describes the way the postholder is expected and required to perform and complete the general and specific duties set out above.

## Person Specification – Lead Teacher

<b>Attributes</b>	<b>Evidenced</b>
<p><b>Qualifications/training</b></p> <ul style="list-style-type: none"> <li>• QTS</li> <li>• At least 3 years successful teaching experience</li> <li>• Evidence of on-going professional development</li> </ul>	Application
<p><b>Special Knowledge/Ability</b></p> <ul style="list-style-type: none"> <li>• Good knowledge of the primary curriculum and national standards in core subjects.</li> <li>• Specialist knowledge of a core subject area.</li> <li>• Subject leadership experience with whole school impact.</li> <li>• Proven ability to deliver high standards of teaching and learning</li> <li>• Knowledge of monitoring and evaluation techniques, such as observations, work sampling analysis of data.</li> <li>• Knowledge of best practice in provision for the primary years.</li> <li>• Knowledge and experience of coaching other teachers to improved performance.</li> </ul>	Interview and Application
<p><b>Communication</b></p> <ul style="list-style-type: none"> <li>• Able to communicate orally with clarity and enthusiasm</li> <li>• Able to give clear and effective feedback to staff</li> <li>• Excellent spoken and written English.</li> </ul>	Interview
<p><b>Personal Qualities</b></p> <ul style="list-style-type: none"> <li>• Drive and enthusiasm</li> <li>• Able to prioritise and manage time effectively.</li> <li>• Able to build effective relationships with pupils, parents, staff, outside agencies and governors.</li> <li>• Able to work effectively as part of a team</li> <li>• Passionate about the need to ensure high achievement for all groups of pupils.</li> </ul>	Interview and Application