



St Mary's Catholic Primary School

Canterbury Road, Kilburn, LONDON NW6 5ST

T: 020 7624 1830 F: 020 7372 4932

E: admin@marycps.brent.sch.uk

Job Description

Job Title	Teacher
Grade	MPS
Reports to	Headteacher
Staffing Responsibility	N/A

Principal Accountabilities And Responsibilities:

The current School Teachers' Pay and Conditions document describes duties which are required to be undertaken by teachers in the course of their employment. In addition certain particular duties are reasonably required to be exercised, and completed in a satisfactory manner. It is the contractual duty of the post holder to ensure that his / her professional duties are discharged effectively.

Essential Qualifications:

Educated to degree level
Qualified teacher status

Experience:

Will have had some experience of teaching in a multicultural inner city environment, ideally in more than one year group.

Particular Specific Responsibilities:

The postholder is responsible to their line manager for his / her duties, responsibilities and teaching tasks.

The postholder will interact on a professional level with all colleagues and establish and maintain good working relationships which will promote the development and effective delivery of the school curriculum and maximise children's achievement.

The postholder will be responsible for the supervision of the work of support staff and any students who may be on teaching practice or work placement.

The postholder undertakes the teaching of the pupils in his / her class and the associated pastoral and administrative duties in respect of those pupils as well as the general responsibilities in the school as agreed with the Headteacher.

Be aware of and comply with policies and procedures, and report all concerns to an appropriate person, in respect of:

- child protection,
- health, safety and security,
- confidentiality, and
- data protection.

Be aware of and support differences and ensure all pupils have equal access to opportunities to learn and develop.

Undertake these duties within agreed school objectives, policies and procedures and promote the School's Equal Opportunities Policy.

Other responsibilities:

In addition to undertake such duties of a similar nature as may be reasonably directed by the Headteacher from time to time. The duties and responsibilities of the post may vary from time to time according to the changing needs of the school.

Person Specification

POST TITLE:

Teacher

The method of assessment for each criterion is shown in the right hand columns. The shortlisting criteria are indicated by asterisk in the application form column. Shortlisting for interview will be based solely on whether the candidate indicates on their application form that they meet these Shortlisting Criteria. All mandatory criteria are underlined. The successful candidate must satisfy all of the mandatory criteria, and will normally meet all or most of the other appointment criteria. All candidates must satisfy the Equal Opportunities criteria which are mandatory.

	Essential	Desirable
Qualifications	Qualified Teacher Status	
Knowledge	<p>A knowledge of the curriculum</p> <p>A knowledge of assessment systems and progress tracking methods, including APP</p> <p>A knowledge of effective safeguarding procedures</p>	<p>Understanding of the implications of the changes in the proposed new curriculum</p> <p>Ability to analyse and use assessment data effectively</p>
Skills & Abilities	<p>Plans effectively to meet the needs of all the groups of children in their class</p> <p>Evidence of good classroom management skills</p> <p>Experience of teaching</p> <p>Ability to accurately level work across all core subjects</p> <p>Ability to provide a stimulating learning environment</p> <p>Ability to work collaboratively and effectively as a team member</p> <p>Ability to communicate effectively orally and in writing</p> <p>Ability to be proactive, use initiative and show a creative approach when necessary</p> <p>Good personal organisational skills</p>	<p>Experience of teaching in KS1 as well as KS2</p> <p>Ability to support other teachers with less experience</p>
Professional Qualities	<p>Positive and enthusiastic</p> <p>Committed to own professional development</p> <p>Willingness to take a role in extra-curricular activities and events.</p>	<p>Be ambitious about own career development</p>