



JOB DESCRIPTION

Teacher of Science with 2i/c Responsibilities

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|------------------------|--------------------------------|
| Responsible To: | Head of Department & Principal |
| Contract Type | Permanent |
| Working Pattern | Full Time |
| Salary | MPS/UPS + TLR2 |

Job Summary:

The role of a teacher is essential in supporting the rapid and sustained improvement of the quality of teaching and learning. The post holder will support the Head of Department in all aspects of the role. The post holder will have excellent subject knowledge and a thorough grasp of practice and education. They will work closely with the Head of Department, classroom teachers, department staff and other members of the leadership team.

Core Responsibilities:

- To assist the Curriculum Leader for Science (Physics, Chemistry and Biology) in managing the Science Department within the Academy.
- Deputise for the Head of Department
- Oversea curriculum development of physics in KS4
- Assist the Head of Department in developing and managing the Key Stage 3 curriculum
- Learning walks and quality assurance of the science department
- Data analysis of specific target groups of students within the department
- Assist in design and development of intervention plan for Year 11 students
- To be an ambassador and role model for the academy, modelling the core values of knowledge, trust, and values in your professional life, setting high expectations for all learners within the subject area
- To be responsible for supporting the day-to-day operation of the subject area, contributing to department priorities.
- To be responsible for effective communication (in person and electronically) with all stakeholders.
- To communicate effectively with the Head of Department and classroom teachers regarding performance, progress, and attainment outcomes of all learners in the subject area.
- Act as a critical friend and coach to teachers within the department.
- To play a full part in the life of the Academy community, to support its distinctive aim and ethos and to encourage staff and students to follow this example.
- To be responsible for supporting subject staff with behaviour management.
- Deal with day-to-day issues and supporting staff with learner matters in the subject area
- To assist in the development of appropriate syllabuses, resources, schemes of work, marking policies and teaching strategies in the curriculum area

- To contribute to the curriculum areas and academy improvement plans and their implementation
- To take part in the academy's staff development programme by participating in arrangements for further training and professional development
- To engage actively in the Performance Management review process
- To ensure the effective/efficient deployment of classroom support
- To track student progress and use information to inform teaching and learning
- To communicate effectively with the parents of students as appropriate
- To assess, record and report on the attendance, progress, development, and attainment of students and to keep such records as are required including the Academy's Information Management System
- To provide, or contribute to, oral and written assessments, reports and references relating to individual students and groups of students
- To maintain discipline in accordance with the academy's procedures, and to encourage good practice regarding punctuality, behaviour, standards of work and homework
- To mark, grade and give written/verbal and diagnostic feedback as required
- To comply with the academy's Health and Safety policy and undertake risk assessments as appropriate
- To undertake any other duty as specified by Academy Teachers Pay and Conditions Board (STPCB) not mentioned in the above

Role Specific Responsibilities:

- Promote sharing of best practice; contribute to evaluation activities.
- To be accountable for supporting the Head of Department with the day to day running of all aspects of the department
- To keep up to date and be thoroughly familiar with any changes to subject specifications via exam boards, DfE etc.
- To have an awareness of curriculum development relating to national changes in all subjects and maintain accreditation with relevant bodies.
- Promote high quality teaching and learning to all teachers and be responsible for supporting the quality of teaching and learning within the subject
- To support the Head of Department to ensure that curriculum plans are in place
- To ensure that academy procedures for evaluating teaching and learning are followed and ensure that subject teachers are regularly monitoring learner progress and acting upon findings.
- To drive improvement in learner outcomes (attainment & progress).

Form Teacher Responsibilities:

- the maintenance of discipline and acceptable standards of conduct and appearance of pupils
- the establishment of a rapport with pupils to develop their social and academic potential and to be a main source of reference for their problems
- the marking of form registers, ensuring absences and lateness are accounted for and taking appropriate action when they are not
- the compilation of reports, profiles and references on pupils as required
- the monitoring of homework of pupils, the teaching of form periods, escorting the form to assemblies and attending tutor meetings called by Year Heads

Safeguarding Responsibilities:

- We are committed to safeguarding and protecting the welfare of children and expect all staff and volunteers to share this commitment. A Disclosure and Barring Service Certificate will be required for all posts. This post will be subject to enhanced checks as part of our Prevent Duty.
- All positions within the academy are exempt from the provisions of the Rehabilitation of Offenders Act 1974. All applicants must therefore declare all previous convictions and cautions, including those which would normally be considered "spent" except those received for an offence committed in the United Kingdom if it has been filtered in accordance with the DBS filtering rules.

This job description does not define in detail all the duties/responsibilities of the post; it will be reviewed and may be subject to modification or amendment after consultation and agreement with the post-holder

KNOWLEDGE

SKILLS

VALUES



PERSON SPECIFICATION: Teacher of Science

The person specification shows the abilities and skills you will need to carry out the duties in the job description. Short listing is carried out based on how well you meet the requirements of the person specification. You should mention in your application any experience you have had which shows how you could meet these requirements when you fill in your application form. If you are selected for interview, you may be asked to undertake practical tests to cover the skills and abilities shown below.

| Qualifications | Essential | Desirable |
|--|-----------|-----------|
| Relevant Degree & Teaching Qualification | ✓ | |

| Experience | Essential | Desirable |
|---|-----------|-----------|
| Evidence of teaching post 16 phase | | ✓ |
| Evidence of current professional development | | ✓ |
| The ability to use data and assessments to monitor and track pupil progress | ✓ | |

| Knowledge & Skills | Essential | Desirable |
|---|-----------|-----------|
| Knowledge of science in relation to the main subject specialisms and curricular requirements | ✓ | |
| Knowledge of relevant Health & Safety regulations | ✓ | |
| Knowledge of available materials, apparatus, and equipment | ✓ | |
| Awareness of on-going trends and developments in curriculum content and teaching methods | ✓ | |
| Ability to relate well to children and adults | ✓ | |
| Knowledge of child development | ✓ | |
| Well developed ICT skills and sound administrative skills | | |
| Up-to-date knowledge of relevant legislation and guidance in relation to working with, and the protection of, children and young people | ✓ | |
| Commitment to the protection and safeguarding of children and young people | ✓ | |
| Value and respect the views and needs of children and young people | ✓ | |
| Work collaboratively and supportively with colleagues within the organisation and with colleagues in other organisations | ✓ | |
| Respect and value the different experiences, ideas and backgrounds others can bring to work and to teams | ✓ | |
| Ability to manage consumables budget, monitor expenditure and maintain accurate financial records | ✓ | |
| Ability to organise one's own tasks with minimum supervision and to set and work to agreed targets | ✓ | |
| Ability to communicate effectively with pupils and persons at all levels. | ✓ | |