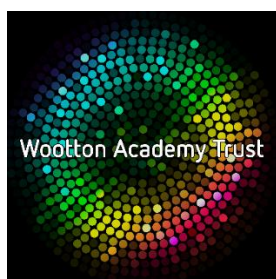


***Our Motto is “The Pursuit of Excellence”***

<b>Specialist Literacy Teacher (SpLD)</b>	
<b>Job Description</b>	
<p><b>Wootton Academy Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.</b></p>	
<b>Job Purpose:</b>	<p>The Literacy Specialist is responsible for:</p> <ul style="list-style-type: none"> <li>- raising levels of literacy amongst identified groups at KS3 and KS4;</li> <li>- providing learning support to students who are on the SEN register and/or are of lower ability, this will include supporting students in their mainstream lessons and in small groups.</li> </ul>
<b>Job Title:</b>	Specialist Literacy Teacher (SpLD)
<b>Location:</b>	Wootton Upper School and Kimberley 16-19 STEM College
<b>Reporting Line:</b>	The post holder will report to the SENCO.
<b>Hours:</b>	Full Time
<b>Working Time and Conditions:</b>	<p>These will be as specified in the latest School Teachers Pay and Conditions Document. The post holder will continue to meet, maintain, and build upon, as appropriate:</p> <ul style="list-style-type: none"> <li>- the National Standards for QTS as laid down by the Training and Development Agency, relating to a) Professional values and practice b) Teaching c) Knowledge and understanding;</li> <li>- the Induction Standards; and</li> <li>- the Threshold Standards (Please see <a href="http://www.tda.gov.uk">www.tda.gov.uk</a>).</li> </ul>
<b>Principal Accountabilities/ Responsibilities</b>	<p>To promote and be committed to the Trust’s aims and objectives.</p> <p>To maintain and contribute to the development of Trust policies.</p> <p>To promote and be committed to securing high expectations for learning and the raising of achievement.</p> <p>To work with teachers in the department to create resources and support extra-curricular activities.</p> <p>Within Trust and subject policies, to:</p> <ul style="list-style-type: none"> <li>- Effectively teach National and School Curricula;</li> <li>- Set appropriate homework;</li> <li>- Mark work, assess, record, track and report student progress, using available data</li> </ul>

	<ul style="list-style-type: none"> <li>- Provide a stimulating learning environment;</li> <li>- Have due regard for maintaining health and safety and security in the areas s/he uses; and</li> <li>- Contribute to department and Trust enrichment programmes.</li> </ul> <p>To be a member of a pastoral team and, if required, a form tutor carrying out the associated responsibilities.</p> <p>To assist with the effective operation of subject and year teams by, individually and with others:</p> <ul style="list-style-type: none"> <li>- Developing schemes of work, resources, teaching and learning strategies;</li> <li>- Contributing to team review, monitoring and evaluation, and the development of working practices; and</li> <li>- Participating in working groups, ad hoc projects.</li> </ul> <p>To participate positively and cooperatively in the Trust's scheme for Appraisal.</p> <p>To participate positively in professional development activities.</p> <p><b>Other Specific Duties:</b></p> <p>To undertake any other duty as specified by the STPCD not mentioned in the above.</p> <p>To comply with any reasonable request from a manager to undertake work of a similar level that is not specified in the job description.</p> <p>The job description is current at the date shown, but, in consultation with you may be changed by the Executive Principal to meet changing regulations or circumstances. These would be commensurate with the grade and title of the post.</p>
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<b>Specialist Literacy Teacher (SpLD) Person Specification</b>		
	<b>Essential Criteria</b>	<b>Desirable Criteria</b>
<b>Qualifications</b>	<p>Level 5+ qualification in related discipline.</p> <p>9-4 GCSE in English and Mathematics (or equivalent).</p>	<p>Teaching Qualification.</p> <p>Level 5/7 Specialist SPLD Teacher.</p>
<b>Experience</b>	<p>Experience of working with young people who are vulnerable and/or who have special educational needs.</p> <p>Experience of working in an education setting.</p> <p>Experience of delivering intervention to small groups of students or on a one to one basis.</p> <p>Experience of working collaboratively with parents to secure better outcomes for young people.</p>	<p>Prior experience in a similar role.</p> <p>Experience of working with professionals from other agencies and in a multi-agency context.</p>
<b>Knowledge &amp; Skills</b>	<p>Ability to deliver to deadlines and achieve set targets to a high standard.</p> <p>Ability to prioritise workload effectively to gain maximum productivity.</p> <p>Ability to work flexibly and collaboratively with others to maximise effectiveness of interventions.</p> <p>Strong oral and written communication skills.</p> <p>Knowledge of Microsoft Office suite of programmes and ICT skills in order to produce detailed reports/records.</p> <p>Ability to maintain accurate records.</p> <p>Ability to engage with pupils to understand their needs and assisting them to fully participate in overcoming barriers to learning.</p>	<p>Ability to incorporate real life experience into the support given to students.</p> <p>Experience of using SIMS and Class Charts.</p> <p>Knowledge and understanding of some of the current research pertaining to the field of literacy development and SEND.</p>

	<p>Ability to support teaching staff to enable students to achieve their full potential.</p> <p>Ability to motivate and encourage individuals and small groups of students under supervision.</p> <p>Ability to assess, record, monitor and report on the progress of learners.</p> <p>An understanding of the principles of child development and learning processes.</p> <p>Excellent planning and organisational skills.</p> <p>An understanding of the current provision for students with special educational needs and current developments in SEND.</p> <p>Commitment to safeguarding and promoting the welfare of children.</p>	
<b>Personal competencies and qualities</b>	<p>Possess personal warmth and be able to enthuse, inspire and motivate pupils and parents.</p> <p>Possess a positive attitude and approach to change and development.</p> <p>Ability to communicate clearly and effectively.</p> <p>Ability to work as part of a team.</p> <p>Ability to set high standards of yourself and others.</p> <p>Good record of attendance and punctuality.</p> <p>Commitment to continuous professional development.</p>	