

## **JOB DESCRIPTION – TEACHER**

### **Job Purpose**

- To fully support The College's vision, mission and policies
- To be fully accountable for the planning and teaching of lessons and tutor periods to ensure that students achieve their individual potential

**Responsible to:** Subject Leader / Year Leader

### **ACCOUNTABILITIES**

#### **Learning and Teaching**

- To plan and teach lessons which are suitably differentiated
- To use a variety of teaching and learning strategies to stimulate learning
- To implement the Behaviour for Learning Policy
- To contribute to medium and long term planning
- To differentiate learning to meet the needs of individual students
- To promote high standards of literacy
- To set appropriate homework
- To take part in the performance review process
- To leave appropriate cover work for planned absence
- To be actively involved in the delivery of whole school initiatives

#### **Student Progress**

- To make best efforts to achieve the targets set for each class taught
- To assess, record and report on student progress and attendance
- To attend calendared meetings and events such as Parents and Open Evenings

#### **Student Support**

- To be a Group Tutor to an assigned group of students
- To deliver a programme of planned group time activities
- To carry out break and bus duties in line with College policy
- To promote the general progress and well-being of individual students and of the Tutor Group as a whole to ensure that 'Every Child Matters': to be healthy, safe, enjoy and achieve, make a positive contribution and to achieve economic well being
- To liaise with parents, teachers and the Year Leader about the progress, behaviour and well-being of students in your Tutor Group

Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified.

The College will endeavour to make any necessary reasonable adjustments to the job and the working environment to enable access to employment opportunities for disabled job applicants or continued employment for any employee who develops a disabling condition.

## PERSON SPECIFICATION – TEACHER

### Qualifications/Experience

- Good Degree
- Qualified Teacher Status
- Post 16 teaching experience is desirable

### Knowledge and Skills

- An up-to-date knowledge of curriculum developments and the National Curriculum
- Knowledge of the full range of teaching and learning strategies
- Good ICT skills

### Personal Qualities

- An effective classroom teacher
- Team player
- Excellent interpersonal skills
- Energy and enthusiasm
- A sense of humour and a positive 'can-do' approach
- High expectations of students
- Awareness of child protection and safeguarding
- Proactive
- Proven record of excellent teaching, with the ability and desire to inspire students to be intellectually ambitious and to achieve at the highest levels
- High standards of classroom management
- Strong written and oral communication skills and the confidence to work effectively with staff, students and parents
- Well-developed organisational skills including the ability to meet deadlines
- Knowledge of how to track student progress and the ability to give constructive feedback to maximise students' progress