

**JOB DESCRIPTION** **– Teacher of Accounting**

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| Job title | **Teacher** |
| Grade | **1-9** |
| Responsible to | **To the senior management of the College – through his/her line manager – for the effective discharge of all duties** |
| Responsible for | **To provide effective teaching and learning for students in order to ensure that each individual makes excellent progress and at least meets or exceeds their potential, successfully progressing onto the next stage of their education or training** |
| Effective from | **March 2021** |

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| **SUMMIT LEARNING TRUST Mission Statement**  Strength through diversity  Ambition through challenge  Excellence through curiosity |

Prepare for, provide and review lessons and other activities so that the students in her/his assigned classes learn effectively

- Take all possible steps to ensure that each member of her/his class develops a positive attitude to learning, good work habits and behaviour. These steps include setting an appropriate example to students

- Assess student work and provide timely, accurate feedback in line with both course requirements and College policy

- Maintain effective records in relation to the progress of classes and individual students

- Consult and inform her/his students' parents regarding progress, attainment and attitude

- Consult and inform relevant College staff regarding the progress, attainment and attitude of her/his students

- Contribute when required to the further development of the subject area’s work

* Take part in the College Professional Development and Performance Review Scheme

- Be responsible for Health and Safety within areas of own responsibility as laid out in the College Health and Safety Policy

* To promote and comply with equality of opportunity as laid out in the College Equality and Diversity Policy
* To actively promote Safeguarding, British Values and the College’s Preventing Vulnerability strategy

**General**

* Any other appropriate and reasonable activity as may be directed from time to time by the Principal.

**Notes**

* This job description is not necessarily a comprehensive definition of the post. It will be reviewed regularly and may be subject to modification or amendment at any time after consultation with the post-holder.

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| Job description issued by the Principal: |  |
| Copy received by: |  |
| Date: |  |



**Person Specification – (Teacher of Accounting)**

*The successful candidate will be suitably qualified with a breadth of relevant experience and capable of* *inspiring trust and confidence across a diverse range of students, staff and parents.*

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|  | **Essential** | **Desirable** |
| **Qualifications** | * degree relevant to the subject and/or vocational qualification or equivalent * teaching qualification i.e. PGCE, BEd, QTS | * relevant professional qualification |
| **Relevant Experience** | * recent experience of teaching A level Accounting * up to date knowledge of recent 14-19 curriculum developments in Accounting * knowledge and experience of a range of different teaching styles * knowledge of, and preferably experience in, the current A level Accounting * evidence of being successful in working with 16-19 year olds of different ability levels * creation of productive learning environments * academic guidance work with students | * recent experience of teaching Accounting units on level 3 or 4 Applied courses * the ability to contribute to and deliver more than one subject in the curriculum area * experience of working in vocational sector where relevant * experience or understanding of progression opportunities, world of work |
| **Skills and aptitudes** | * ability to work within a team and with team members * ability to work effectively across the ability range within the College * ability to manage a range of tasks at any one time and complete them effectively by deadlines * have excellent written and oral communication skills * competent in the use of ICT * enthusiastic about teaching   ability to develop good  relationships with 16-19 yr old  students |  |
| **Special Requirements** | * Enhanced DBS clearance * Compliance with all College and Trust policies * The implementation of equal opportunities practice. * Promoting the stated aims and policies. * Commitment to continued professional development * Commitment to the safeguarding and promotion of the welfare and success of children and vulnerable adults * Willingness to contribute to College life beyond his/her subject area. |  |