Job Description – Teacher of Art (& Design Technology)

Purpose	• To implement and deliver an appropriately broad, balanced, relevant and differentiated curriculum for students and to support a designated curriculum area as appropriate. • To monitor and support the overall progress and development of students as a teacher and tutor. • To facilitate and encourage a learning experience which provides students with the opportunity to achieve their individual potential. • To contribute to raising standards of student attainment. To share and support the school's responsibility to provide and monitor opportunities for spiritual, personal and academic growth.
Reporting to	• Subject Leader for Art
Responsible for	• The outcomes of all students
Liaising with	• Headteacher, Deputy Headteacher(s), AHTs, Art and Design Technology Faculty leader, TLR post holders, other subject leaders, student support services, students and relevant staff with cross-school responsibilities, relevant non-teaching support staff, LA staff, parents.
Working time	195 days

MAIN (CORE) DUTIES	
Strategic Direction and Development of the Subject	• To assist in the development of appropriate syllabuses, resources, schemes of work, marking policies and teaching strategies in Art • To contribute to the Art improvement plan and their implementation. • To plan and prepare courses and lessons. • To contribute to the whole school's planning activities. • To teach Design Technology if required at KS3
Teaching and learning	• To teach, students according to their educational needs, including the setting and marking of work to be carried out by the student in school and elsewhere. • To assess, record and report on the attendance, progress, development and attainment of students and to keep such records as are required. • To provide, or contribute to, oral and written assessments, reports and references relating to individual students and groups of students. • To ensure that ICT, Literacy, Numeracy and school subject specialism(s) are reflected in the teaching/learning experience of students • To undertake a designated programme of teaching. • To ensure a high quality learning experience for all students • To prepare and update subject materials. • To use a variety of delivery methods that will stimulate learning appropriate to student needs. • To maintain discipline in accordance with the school's procedures, and to encourage good practice with regard to punctuality, behaviour, standards of work and homework. • To undertake assessment of students as requested by external examination bodies, departmental and school procedures. • To mark, grade and give written/verbal and diagnostic feedback as required.

Curriculum development	• To assist the Subject Leader and the Faculty Leader and AHT: Teaching & Learning, to ensure that the curriculum area provides a range of teaching which complements the school's strategic objectives.
Staff development	• To take part in the school's continued professional development programme by participating in arrangements for further training and development. • To continue personal development in the relevant areas including subject knowledge and teaching methods. • To engage actively in the Performance Management Review process. • To ensure the effective and efficient deployment of classroom support • To work as a member of a designated team and to contribute positively to effective working relations within the school.
Pastoral System	• To be a Form Tutor to an assigned group of students and promote the general progress and wellbeing of individual students and of the tutor group as a whole. • To promote the SMSC development of individual students and the tutor group as a whole. • To monitor and support the overall progress and development of students within the department. • To monitor student attendance together with students' progress and performance in relation to targets set for each individual; ensuring that follow-up procedures are adhered to and that appropriate action is taken where necessary. • To liaise with a Year Manager and a pastoral leader to ensure the implementation of the school's pastoral system. • To register students, and encourage their full attendance to all lessons and registration periods • To evaluate and monitor the progress of students and keep up-to-date student records as may be required. • To alert appropriate staff to problems experienced by students. • To communicate as appropriate, with the parents of students and with persons or bodies outside the school concerned with the welfare of individual students, after consultation with the appropriate staff. • To contribute to pastoral programme, student engagement, student leadership, citizenship and enterprise according to school policy.
Management information	• To ensure the maintenance of accurate and up to date information about the department on management information systems as required (e.g. SIMS). • To produce reports, analysis and commentary about examination performance, progress and other data as required. • To support the data manager to manage the department's collection of data.

Other Specific Duties
• To actively promote the school's safeguarding policies and procedures • To play a full part in the life of the school community, to support its ethos and to encourage staff and students to follow this example. • To promote actively the school's policies and procedures • To continue personal development as agreed. • To comply with the school's health and safety policy and undertake risk assessments as appropriate. • To undertake any other duty as specified by STPCB not mentioned in the above.

Employees will be expected to comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this job description.
Employees are expected to be courteous to colleagues and provide a welcoming environment to visitors and telephone callers.
The school 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.

This job description is current at the date shown, but following consultation with you, may be changed by management to reflect or anticipate changes in the job which are commensurate with the salary and job title.

Staff Signature …… *Date* ……

Staff Name ……