



Teacher Job Description

Responsible to: **The Headteacher - through a line manager or school leader**

Responsible for: **The planning, delivery and development of high quality, innovative learning and teaching opportunities for all students**

Introduction

There will be an expectation that the post holder will support the very distinctive Catholic ethos of the school including in the wider school community. The post holder should clearly support and work towards the school's mission.

General

- To maintain and build upon the standards achieved in the award for Qualified Teacher Status as set out by the DFE with the national standards document
- To contribute as appropriate to the practice in accordance with the "Keeping Children Safe in Education, 2019" guidelines
- To contribute to the school's delivery of innovative and dynamic learning and teaching opportunities in structured and flexible learning time

Learning and teaching

- Manage student learning through effective teaching
- Ensure continuity, progression and cohesiveness in all learning
- Use a variety of methods and approaches to match learning objectives to teaching and progress
- Assess students' work systematically; use student data to monitor effectively student progress, teacher planning and preparation
- Set home learning, mark and provide feedback to students in accordance with the school's policy
- Consolidate and extend learning and encourage students to take responsibility for their own learning
- Work effectively as a member of the departmental team to improve the quality of learning and teaching
- Set high expectations for all students to maximise their achievement and potential
- Use behaviour for learning in an environment of mutual respect which allows students to feel safe and secure
- Plan and record appropriate actions and outcomes related to students

Knowledge and understanding

- Have a thorough and up-to-date knowledge and understanding of the National Curriculum programmes of study, level descriptors and specifications for examination courses
- Keep up-to-date with professional and action based research and development in pedagogy and the subject area; contribute as required to continuing professional development opportunities

Professional standards and development

- Be a role model to students through appropriate personal presentation and professional conduct
- 'Rarely cover' for absent colleagues in line with agreed school policies

- Support all the School's policies and ethos
- Establish effective working relationships with professional colleagues both in school and as part of the school's learning community and network
- Liaise effectively with parent/carers and with other agencies with responsibility for students' education and welfare

Health and safety

- Be aware of basic first aid procedures and the personal health, safety and welfare of yourself and others

Continuing professional development and formation

- Undertake any necessary professional development as identified taking full advantage of any relevant training and development available
- Maintain a professional portfolio of evidence to support the Performance Management/Appraisal process – evaluating and improving your own practice
- Where and when appropriate, contribute to the professional development of colleagues, especially NQTs and colleagues following initial teacher training programmes

Pastoral care

- Carry out a Form Tutor role in line with agreed policy and practice