

Job Description  
Mainscale Teacher

<b>Post Title:</b>	<b>Teacher of Drama</b>
<b>Post Holder:</b>	<b>Vacancy</b>
<b>Purpose:</b>	To teach and tutor students, achieving high standards of attainment and self discipline on the part of those students.
<b>Reporting To:</b>	Director of Faculty for Creative Arts
<b>Responsible For:</b>	Students in timetabled classes and in the tutor group.
<b>Liaising With:</b>	Other departmental staff, year staff and support staff.
<b>Professional behaviour.</b>	<ul style="list-style-type: none"> <li>▪ To maintain high standards of professional behaviour towards colleagues, students and parents.</li> <li>▪ To provide a role model for students.</li> <li>▪ To develop a relationship with students which is professional, firm, caring and friendly.</li> <li>▪ To maintain an appropriate and professional distance with students in more informal situations, or when dealing with sixth form students.</li> </ul>
<b>Preparation</b>	<ul style="list-style-type: none"> <li>▪ For each course taught, to write and/or to work with others to write schemes of work which address the requirements of the syllabus or scheme of work being followed in an organised manner, making provision for variety in learning styles and assessment activities.</li> <li>▪ For each lesson, to write a lesson plan which supports a well structured and varied lesson meeting the learning needs of all pupils and enabling them to be confident in their learning.</li> </ul>
<b>Teaching</b>	<ul style="list-style-type: none"> <li>▪ To take responsibility for behaviour in the area outside the classroom before the lesson begins.</li> <li>▪ To ensure that students enter the classroom in an orderly, respectful and appropriate manner, and that the tone is set for a purposeful lesson.</li> <li>▪ To manage behaviour in accordance with the School's Behaviour Policy, ensuring that rewards and sanctions are used consistently as described within the policy.</li> <li>▪ To communicate learning objectives clearly to students in a manner is likely to put them in control of their learning.</li> <li>▪ To provide a variety of learning activities which maintain interest and meet the needs of individual students.</li> <li>▪ To ensure that students are fully engaged in their learning for the entire lesson and have the opportunity to learn independently.</li> <li>▪ To use assessment activities which test the learning of students and feedback to them in a way to strengthen their understanding and to make them confident in their learning.</li> <li>▪ To have full regard to the structures and techniques laid out in the key strategy and to other learning approaches adopted by the School.</li> <li>▪ To ensure that students leave the classroom in an orderly manner and to take responsibility for behaviour outside the classroom at the end of lessons.</li> </ul>
<b>Assessment</b>	<ul style="list-style-type: none"> <li>▪ To monitor students work regularly and to mark in accordance with the School's</li> </ul>

	<p>marking policy.</p> <ul style="list-style-type: none"> <li>▪ To use assessment in lessons in line with the School's assessment for Learning policy.</li> <li>▪ To develop assessments and/or to work with others to develop assessments so students' progress on each can monitored in accordance with the School's assessment calendar, and in accordance with its assessment policy.</li> </ul>
<b>Pupil Progress</b>	<ul style="list-style-type: none"> <li>▪ To monitor student progress against targets, and to ensure that progress is at least good.</li> </ul>
<b>Personal Development</b>	<ul style="list-style-type: none"> <li>▪ To take responsibility for keeping up-to-date with subject knowledge and in maintaining personal professional development.</li> </ul>
<b>School Development</b>	<ul style="list-style-type: none"> <li>▪ To support the schools aims and to carry out its policies.</li> <li>▪ To support the school in implementing its School Improvement plan.</li> </ul>
<b>Duties</b>	<ul style="list-style-type: none"> <li>▪ To carry out duties in accordance with published schedules, or in response to reasonable requests within the scope of directed time.</li> </ul>
<b>(Tutoring)</b>	<ul style="list-style-type: none"> <li>▪ To carry out the role of a form tutor in accordance with the tutorial procedures set out in the School's Behaviour Policy.</li> <li>▪ To care for students in the tutor group, to know them individually, and to aim to develop in them high standards of self-discipline.</li> <li>▪ To liaise closely with the Year Leader and to ensure that tutorial practice aligns with School policy.</li> <li>▪ To lead interviews with students and parents as part of Consultation Days.</li> <li>▪ To be a point of contact with parents and to respond promptly to enquiries from parents.</li> </ul>
<b>Other Specific Duties</b>	
<ul style="list-style-type: none"> <li>▪ To continue personal development as agreed at appraisal.</li> <li>▪ To engage actively in the performance review process.</li> <li>▪ To address the appraisal targets set by the line manager each Autumn Term.</li> <li>▪ To undertake any other duty as specified by School Teachers' Pay and Conditions Body (STPCB) not mentioned in the above.</li> <li>▪ To play a full part in the life of the School community, to support its distinctive aim and ethos and to encourage staff and students to follow this example.</li> <li>▪ To support the School in meeting its legal requirements for worship.</li> <li>▪ To promote actively the School's corporate policies.</li> <li>▪ To comply with the School's Health and Safety policy and undertake risk assessments as appropriate.</li> <li>▪ To show a record of excellent attendance and punctuality.</li> <li>▪ To adhere to the School's Dress Code.</li> </ul>	