

**Job Description**

**Post Title:** Teacher (DT Creative arts)

**Responsible to**: Art co-ordinator

To carry out the functions of a teacher in accordance with the Teacher Standards and Tor Staff competences contained in the Person Specification

**Main Duties / Core responsibilities**

* To treat students, staff and parents fairly, equitably and with dignity and respect to create and maintain a positive school culture
* To actively form meaningful relationships with vulnerable young people
* Assess, record and report on the development, progress and attainment of students
* Attend meetings, carry out administrative tasks and duties commensurate with the role of teacher as well as those specified in the Staff Handbook
* Implement the school relational policy and our principles of Ready, Safe, Respect
* Participate in full staff and team meetings and to contribute to school decision making and consultation procedures
* Engage in the school Professional development process; to participate in professional development activities so as to enhance personal / team performance and be able to participate effectively in the implementation of the school goals and Development Plan
* Be a Tutor to a small group of students and to carry out related duties

**Teaching and Learning responsibilities:**

* To plan, design and produce lessons, teaching materials and resources which are appropriate to age and ability
* Create plans that are appropriate to the age and ability of the students so as to facilitate progression in students’ holistic development
* Manage the classroom and teaching equipment, to create a positive learning environment which makes effective use of available resources
* To work with colleagues to devise and implement programmes with the aim of supporting students holistic progress as a learner
* To liaise with other professionals to ensure that programmes are appropriate to individual needs and support the learner
* Implement strategies and initiatives to share best practice with others in the school, developing confidence and skills in others

**General duties:**

* Carry out a share of supervisory duties in accordance with published rotas
* Participate in appropriate meetings with colleagues and parents
* Provide support to colleagues and share ideas and knowledge
* Operate relevant equipment/ICT packages (e.g. MS Office, internet, E-mail)
* Manage and operate a fully functioning workshop
* Keep up to date with all H&S legislation and certification relating to use of workshop equipment
* Support Learning Support Assistants with day to day issues
* Ensure effective communication with all colleagues (teaching and support staff)

**Developing self and working with others:**

* To celebrate the achievements of individuals and teams
* To manage own workload and be mindful of this for others so as to allow an appropriate work/life balance
* To regularly review own practice, set personal targets and take responsibilities for own personal development
* Reflective and creative.
* Solution focussed and flexible