

Job Description

Role Title	Subject Teacher
Salary Scale	S6C Teaching Scale
Reports to	Faculty Leader
Job Role	To deliver to students a high quality educational experience reflecting the policies, aims and values of the college, by enabling every student to achieve their maximum potential.
Key Activities	<p>Teaching and Learning:</p> <ul style="list-style-type: none"> • To undertake a designated programme of teaching and contribute to the development of schemes of work. • To prepare, organise and deliver high quality lessons using a variety of methods / resources which will stimulate learning appropriate to student needs and the demands of programmes of study • To ensure effective setting and marking of work to be carried out by the student in college and elsewhere. • To assess, record and report on the progress, development, attainment and attendance of students and to • keep such records as are required. • To ensure that ICT, literacy and numeracy are reflected in the teaching / learning experience of students • To maintain good discipline in class and around the college, actively promoting good practice with regard to • punctuality, behaviour, standards of work and homework. • To be proactive in applying college health and safety practices and policy

Assessment and Reporting:

- To undertake assessment of students as required by the faculty, college and examination boards
- To adhere to published deadlines relating to assessment and reporting
- To provide, or contribute to, oral and written assessments of individuals and groups of students
- To communicate with parents through established college structure and procedures

Support and Guidance

- As a tutor, provide advice and guidance to an assigned group of students on educational and social matters, acting as the first point of contact for colleagues and parents
- To monitor the academic progress of members of the tutor group and provide support where needed
- To alert the appropriate staff to problems experienced by students and to make recommendations as to how these may be resolved.
- To implement college procedures for tutor time
- To encourage members of the tutor group to participate fully in the life of the college, in order to gain maximum benefit for membership of the college community.

Professional Requirements:

- To ensure that students are safe and protected whilst at college and that all suspected child protection incidents are reported to the Designated Safeguarding Lead.
- Establish effective working relationships and set a good example through a high standard of professional dress, communication and conduct
- To participate in appropriate scheduled faculty, pastoral, staff and parent meetings
- To take a full and committed part in their own Performance Appraisal in line with college policy
- Take responsibility for their own professional development
- To communicate as necessary with persons or bodies outside the college
- Have a working knowledge of teachers' professional duties and legal liabilities

Other:

- In addition, carry out other duties as reasonably required by the Head.

Person Specification - Subject Teacher

Criteria	Essential	Desirable	Method of Assessment
Qualifications	1. Qualified to teach and work in the UK 2. Good honours degree	1. Further professional qualification	Application form NCTL teaching register checks
Experience	1. Teaching experience at KS5 and/or KS4 2. An excellent classroom practitioner 3. Evidence of successful curriculum delivery	1. Experience of enrichment opportunities 2. Experience of teaching at 'A' level	Application form and references
Professional skills	1. The ability to inspire, develop and motivate students 2. Clear and effective communication 3. Ability to manage practical activities 4. Ability to manage young people effectively 5. Organisation and management of resources 6. Ability to set targets for students in relation to achievement 7. Ability to form and maintain appropriate relationships and personal boundaries with young people		Application form, letter and interview
Personal qualities, skills and characteristics	1. A genuine interest in young people 2. Energy and drive 3. Resilience and determination 4. Ability to work as part of a team 5. High expectations of achievement and behaviour 6. Able to articulate personal values in relation to education 7. Committed to safeguarding and promoting the welfare of children 8. Respect for students, staff, parents and governors	1. Willingness to seek further professional development 2. Ambitious to further career	Application form, letter and interview
Knowledge / special aptitudes	1. Knowledge and understanding of 'A' level teaching 2. The ability to recognise good classroom practice 3. The ability to use student data to monitor and improve performance 4. Confidence in using ICT to support teaching	1. Data management skills	Letter and interview

	5. Knowledge of the role of the form tutor (post or pre 16)		
Other	1. Satisfactory references and DBS checks 4. Role model, demonstrating a high standard of professional dress, communication and conduct.		Letter, interview and references. DBS checks