



## JOB DESCRIPTION

<b><u>Job Title:</u></b>	Teacher of English
<b><u>Salary:</u></b>	MPS/UPS Full Time
<b><u>Purpose:</u></b>	To deliver to students a balanced, relevant, and ambitious curriculum in your taught subject; to support subject developments; to monitor, assess and report upon student progress, and to contribute to raising subject standards.
<b><u>Responsible to:</u></b>	Head of English
<b><u>Dimensions:</u></b>	<p><b><i>Students:</i></b></p> <ul style="list-style-type: none"><li>(i) To ensure that students' prior attainment data is used to inform planning and teaching of assigned classes.</li><li>(ii) To maintain records and monitor and report upon student progress and attainment in assigned classes.</li><li>(iii) To contribute to the development of effective teaching and learning within your taught subject(s)</li><li>(iv) To ensure that an effective 'climate for learning' is in place in the assigned classes.</li></ul> <p><b><i>Staff:</i></b></p> <ul style="list-style-type: none"><li>(i) To assist the Head of Department in ensuring that teaching in your subject is of high quality and contributes to the department's improvement plan.</li><li>(ii) To participate in staff development activities provided within the department and whole school.</li></ul>
<b><u>Principal Accountabilities:</u></b>	<ul style="list-style-type: none"><li>(i) To deliver, as directed, syllabuses, resources, schemes of work, assessment and marking policies and teaching strategies so that student needs can be met.</li><li>(ii) To report student progress in your subject to the Head of Department and to parents/carers</li><li>(iii) To contribute to the department improvement plans so that the quality of teaching and learning in your subject can be continuously improved.</li></ul>
<b><u>Competencies:</u></b>	<p><b><i>Passion for learning:</i></b> Creating a learning environment that supports students in their learning and encourages them to become confident, independent learners.</p> <p><b><i>Challenge and support:</i></b> caring for the students and expressing positive expectations</p>

	<p><b>Managing students:</b> directing, enthusing, and motivating students so that effective learning takes place in an orderly learning environment.</p> <p><b>Confidence:</b> show confidence and a willingness to take on challenges.</p> <p><b>Team working:</b> work with others in the department to achieve shared goals</p>
<b>Knowledge and Experience:</b>	<ul style="list-style-type: none"> <li>• A degree in a relevant subject eg. English</li> <li>• Teaching qualification</li> </ul>
<b>Other Specific Duties:</b>	
<ul style="list-style-type: none"> <li>• To continue personal development as agreed at appraisal reviews.</li> <li>• To engage actively in the appraisal review process</li> <li>• To address the appraisal targets set by the line manager each Autumn Term</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> <li>• To undertake any other reasonable duty delegated by the principal.</li> </ul>	

Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified.

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 endeavor 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 Governors to reflect or anticipate changes in the job which are commensurate with the salary and job title.

**AGREED BY:** \_\_\_\_\_ **(Job Holder)**      **DATE:**

**AGREED BY:** \_\_\_\_\_ **(Line Manager)**      **DATE:**