

# Stowupland High School

## Job Description

Job Title:	Teacher of English
Pay grade:	MPS/UPS
Responsible to:	Subject Leader - English

### CORE PURPOSE

- To support the ethos and culture of the school as defined by the Principal
- To contribute, significantly, to the school's development
- To teach and thereby raise standards of student attainment and achievement within the designated subject area
- To monitor and support student progress in English across all teaching groups

### PRINCIPAL RESPONSIBILITIES AND TASKS

- To contribute to the direction of the subject through consultation and within the context and framework of the Subject Development Plan
- To identify own training needs across the subject area
- To participate in Performance Management arrangements as required
- To ensure the provision and maintenance of effective resources for teaching and learning – texts; materials; equipment
- To liaise with the Subject Leader in the deployment of non-teaching staff (eg TAs)
- To support the consistent implementation of whole-school policies, approaches and expectations
- To encourage the health and well-being of all students and staff working in the subject in line with school policies

### *Curriculum, Teaching and Learning*

- To develop (working with other staff as appropriate) teaching and learning resources relevant to each Key Stage and each area of the subject in order to deliver high quality teaching and learning
- To carry out effective teaching through the Subject Handbook, Teaching and Learning Playbook, Culture and Ethos playbook and any other appropriate documents and resources (including online resources).
- To monitor learning and teaching in line with whole-school quality assurance arrangements. (e.g. through participation in examination analyses/evaluations; subject reviews; lesson observations; work scrutinies; homework checks; staff, student and parent feedback; regular line-management meetings)
- To develop active and creative teaching approaches and good practice
- To develop your areas of expertise within the subject area
- To review learning resources regularly to ensure that student needs are being met (including needs of SEN students and disadvantaged students)
- To maintain a safe, positive and orderly environment for learning and teaching.

## Assessment

- To assist in setting targets for the subject area at each Key Stage and monitor progress towards them
- To maintain and monitor appropriate records of student progress and achievement
- To ensure students are fully prepared for examinations, including supporting and co-ordinating revision programmes and activities
- To ensure that relevant policies such as those relating to assessment and homework are implemented
- To complete written reports and other records as required
- To communicate effectively with parents (through Open Evenings and Parents Evenings for example)

## Additional Duties

- To fulfil the role of form tutor as required
- To adopt a high profile around the school site
- To play a full part in the school community

Please note - this is not an exhaustive list of duties and responsibilities, and you may be required to fulfil other responsibilities from time to time as agreed with the Principal.

## PERSON SPECIFICATION

	Essential	Desirable
<b>Qualifications and Experience</b>	<ul style="list-style-type: none"> <li>• Qualified teacher or working towards QT status</li> <li>• Good honours degree in related subject</li> <li>• Secure knowledge of the National Curriculum and public examination assessment requirements</li> <li>• Evidence of recent relevant professional development</li> <li>• Understanding and use of ICT in teaching and learning</li> </ul>	<ul style="list-style-type: none"> <li>• Post-16 teaching</li> </ul>
<b>Standards and achievement</b>	<ul style="list-style-type: none"> <li>• Ability to be reflective in own practice</li> <li>• Ability to set and expect high standards from students</li> <li>• Ability to communicate effectively in speech and writing</li> <li>• Ability to build relationships with staff, parents, governors, partner schools, Trust staff and the local community</li> <li>• Ability to work positively with the team of teachers in English.</li> </ul>	
<b>Personal Qualities</b>	<ul style="list-style-type: none"> <li>• Hardworking and enthusiastic</li> <li>• Flexible and adaptable</li> <li>• Reflective</li> <li>• Resilient</li> <li>• Positive</li> <li>• Personable and approachable</li> </ul>	