

TEACHER OF ENGLISH JOB DESCRIPTION AND PERSON SPECIFICATION

Job Title	Teacher of English	Location	Wrenn School
Salary	MPS/UPS £34,069 - £52,835	Hours	Full time, permanent
Department	English Faculty	Reports To	Head of Faculty

JOB PURPOSE:

The successful candidate will be able to teach exceptional lessons that engage and challenge all students and make a significant contribution to the values and ethos of our school.

KEY RESPONSIBILITIES AND DUTIES:

MAIN RESPONSIBILITIES OF THE POST

- To teach exceptional lessons that engage, inspire and challenge all students.
- To create a supportive and stimulating learning environment in the classroom that helps all students to make excellent progress and develop as learners and individuals.
- To make a significant contribution to the values and ethos of the school and promote and uphold all school policies.

TEACHING AND LEARNING

- With direction from the Head of Department and within the context of the school's curriculum and schemes of work, plan and prepare effective lessons.
- Ensure students acquire and consolidate knowledge, skills and understanding appropriate to the subject taught.
- To plan lessons that ensure effective delivery of the curriculum, to build and develop the knowledge required for students to succeed.
- Organise trips and visits to enhance the learning experience of all students.

ASSESSMENT AND REPORTING

- To lead, monitor and evaluate the assessment and feedback to students in line with whole school and department policy.
- To follow department monitoring and tracking systems relating to students attainment, progress and achievement.
- Mark, grade and give written/verbal and diagnostic feedback as required.
- Undertake assessment of students as requested by external examination bodies, curriculum areas and school procedures.

SCHOOL CULTURE

- Support the academy's values and ethos by actively promoting and contributing to the development and implementation of policies, practices and procedures.
- Help create a strong academy community, characterised by consistent, orderly behaviour and caring, respectful relationships.
- To be active in issues of student welfare and support.
- Support and work in collaboration with colleagues and other professionals in and beyond the school.

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- Lead or help to lead an after-school activity once per week; either curriculum based or an extracurricular club.

PASTORAL DUTIES

- To be an approachable and supportive form tutor, to act as the first point of call for families and colleagues to enable students to thrive.
- Promote the general progress and well-being of individual students and of the form tutor group as a whole.
- Liaise with the pastoral team to ensure the implementation of the school's pastoral system.
- Register students, accompany them to assemblies, encourage their full attendance at all lessons and their participation in other aspects of school life.
- To instil high expectations for our students and encourage our students to reach their potential.

OTHER PROFESSIONAL RESPONSIBILITIES

- Establish effective working relationships, ensure professional conduct and be an effective role model to students at all times.
- Undertake other various responsibilities as directed by the Head of Department or Senior Team.
- To actively participate in own development and professional learning and (depending on experience and career stage) to contribute to the development of others.

SCHOOL ETHOS AND COMMUNITY

- Reinforce and instil clear standards for and throughout the school.
- Promote the school's unique identity and celebrate its achievements
- Recognise, praise and celebrate the commitment and achievements of colleagues, students and other stakeholders
- To be a positive role model of the values and behaviours that underpin the school vision.
- Collaborate with colleagues to ensure the sharing of resources to the benefit of the school, department and individual students.
- Contribute to wider life of the school through your participation in meetings, extra-curricular events and information/open evenings.

SUPPORTING THE WORK OF CREATIVE EDUCATION TRUST

- Develop strong, positive relationships with Creative Education Trust colleagues; contribute to collaborative work across Creative Education Trust schools and support other staff in participating in trust-wide work and projects.
- Participate in Creative Education Trust and sector-wide activities in order to share best practice, contribute to the development of Trust strategies and policies and promote the school and Creative Education Trust in a national context.
- Undertake any other reasonable duties deemed appropriate to the role.

PERSONAL QUALITIES

- Must be adaptable, flexible and change agile.
- A clear understanding and commitment to the school, Creative Education Trust and its vision.

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- An ability to enthuse and engender a desire for learning and passionate commitment to excellence at all levels.

JOB REQUIREMENTS		
	Essential	Desirable
QUALIFICATIONS	• Qualified teacher status. • Degree or equivalent in English or relevant subject.	• Masters degree in relevant subject.
EXPERIENCE	• Proven track record of success as a classroom teacher or in the case of an NQT, in teaching practice. • Experience of raising attainment across key stages in English. • Evidence of a commitment to play a full and active role in the life of the school. • Ability to analyse and interpret data and to act upon this to impact on teaching and learning in the classroom.	• Evidence of research informed curriculum development which has impacted successfully on student outcomes. • Evidence of leading elements of staff development at department or team level to raise standards. • Evidence of involvement within extra curricular activities and learning beyond the classroom.
KNOWLEDGE AND UNDERSTANDING	• Understand the theory and practice of effective teaching and learning. • Understand the importance of high expectations and equality of access for all students and of being a form tutor. • Have knowledge of the English curriculum requirements of key stage 3 and 4 and experience of writing lesson plans, developmental resources and assessment of students work.	• Knowledge of the latest curriculum developments within the field of English including up to date understanding of effective assessment practice.
SKILLS AND PERSONAL ATTRIBUTES	• Exceptional classroom teacher with the ability to reflect on lessons and continually improve their own practice. • Effective and systematic behaviour management strategies to meet the needs of all students.	• Evidence of managing effectively personal development to support individual, team and whole school improvement. • Commitment to and vision for developing links with the local community.

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	- To understand and interpret complex student data and use this to inform responsive lesson planning and teaching. - Good communication, organisation, problem solving skills and the ability to work collaboratively with others to share resources and best practice. - Genuine passion and belief in the potential of every student with the ability to be able to build trust and mutual respect between students, families and staff. - Excellent critical thinking skills; has intellectual curiosity and rigour. A commitment to academic and personal excellence and highest standards for child protection.	A willingness to develop the school's partnerships with other schools and organisations.
CREATIVE EDUCATION TRUST VALUES	All colleagues are expected to demonstrate the Creative Education Trust values in their work by: Empowering Ambition: Supporting personal growth, innovation and high performance. Championing Equity: Promoting fairness, inclusion and high expectations for every student. Unlocking Opportunity: Helping create access to knowledge, experiences and networks that broaden horizons. These values should be evident in how the post-holder works, collaborates and contributes to the wider Trust community.	
EQUAL OPPORTUNITIES	A demonstrable commitment to supporting and promoting safeguarding, student welfare, equality and diversity	
SAFEGUARDING	A thorough understanding of up-to-date safeguarding requirements and best practice	
OTHER REQUIREMENTS	High expectations for every pupil and a proven track record of making a difference to the learning and experiences of pupils inside and outside the classroom.	

Creative Education Trust is committed to safeguarding and promoting the welfare of our children and young people and expects all staff and volunteers to share this commitment. The successful applicant will be required to undertake relevant safeguarding checks in line with Government safer recruitment guidelines.