

**JOB DESCRIPTION**

**TEACHER OF ENGLISH – Main Scale**

**Reporting to:** Curriculum Leader for English

1. **Ethos**

* to contribute to the development of the school vision, values and ethos, priorities, targets and plans for improvement
* to have the highest aspirations for students and to be accountable for ensuring the best possible outcomes for students in your classes
* to model professional behaviour and attitudes around the school to ensure that the highest standards of appearance and conduct are met
* contribute to wider school life and the overall vision, values and guiding principles of the school, including through providing opportunities for our students to participate in extra-curricular activities

1. **Role Purpose**

* to plan for progression in English across the age and ability range
* to ensure high standards of teaching, assessment and feedback, leading to good and outstanding progress and attainment for students in your classes
* to establish a clear framework for positive classroom management based upon appropriate implementation of department and whole school policies

1. **Teaching and Learning**

* to teach challenging, well-organised lessons and sequences of lessons across the age and ability range
* to take responsibility for your own professional development and remain up to date with current practice, undertaking any relevant training

1. **Administration**

* to attend appropriate school meetings
* to contribute to regular departmental meetings and CPD
* to ensure that the school’s administrative procedures are followed
* to ensure that reports to parents are completed to a good standard and are completed punctually
* to comply with policies and procedures relating to child protection, health, safety and security and confidentiality, reporting any concerns

1. **Student Welfare**

* to promote the giving of effective guidance to students in matters relating to the curriculum (e.g. in relation to careers)
* to be accountable for ensuring a secure and positive climate to learning and behaviour of students in your classes, including through the implementation of the school’s Behaviour for Learning programme
* to be a form tutor involving:
* monitoring student progress and achievement
* providing first line support and guidance
* attending school assemblies and conducting tutor group assemblies on the theme of the week
* carrying out administrative tasks relating to the tutor group.

**To comply with any other reasonable request from the Headteacher**

**PERSON SPECIFICATION**

**Teacher of English**

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|  | **Essential** | **Desirable** |
| **Experience** | To be, or have the potential to be, an excellent teacher, demonstrating enthusiasm and a commitment to education.  Have successful experience of teaching English across the KS3 and KS4 ability range.  Able to monitor and evaluate students’ progress and staff performance. | To have experience of teaching at KS5. |
| **Qualifications** | To have Qualified Teacher Status.  To have a relevant degree. | Prepared to embark upon further training as required. |
| **Practical and Intellectual skills** | Be an effective team member.  Able to initiate ideas, set own targets and meet own and other people’s deadlines.  Have effective communication skills, both written and verbal, to address a variety of groups and individuals including parents.  Have very good IT skills.  Have the ability to work independently but to consult and liaise regularly.  Be approachable and willing to help students both in and outside of lessons.  Be interested in children as individuals, in how they learn and be committed to the comprehensive ideal.  A strong academic background. | Have evidence of commitment to, and understanding, of collective responsibility. |
| **Disposition and Adjustment** | Be passionate and dynamic about the subject.  Be resilient, committed, flexible and able to motivate students of all abilities.  Have energy and persistence, tempered with humour.  Able to work closely with a wide range of staff and students and establish and maintain good relationships through good interpersonal skills.  Have commitment to professional development.  Demonstrate personal and professional integrity, modelling values and vision.  Be prepared to participate in extracurricular activities. | An awareness of good practice in identifying individual needs and providing appropriate teaching. |
| **Equal Opportunities** | Must have an understanding of and commitment to the school’s equal opportunities policies and procedures.  To be able to demonstrate a commitment to promoting community cohesion. | To have been on an Equal Opportunities training course relevant to education / teaching. |

**ENHANCED DISCLOSURE**

Thank you for your interest in this position at Longbenton High School. The post that you are applying for involves working with young people. It is therefore exempt from the Rehabilitation of Offenders Act and any offer of employment will be subject to Enhanced Disclosures.

As this post is exempt from the Rehabilitation of Offenders Act, you must declare any convictions, including pending convictions, cautions, reprimands and warning which would otherwise be regarded as “spent” under this Act. Further details will be sought prior to appointment.

An Enhanced Disclosure is carried out by the Criminal Records Bureau and will check criminal records for information on any convictions, cautions, reprimands and warnings held on the Police national Computer and on local police records.

All information on criminal records provided both by you and by the Enhanced Disclosure will be used, stored and disposed of in confidence and in line with the Criminal Records Bureau Code of Practice of Disclosure Information.

If your application is successful, you will receive further information on how to complete the Enhanced Disclosure.