

Carterton Community College

Job Description



Job Description: Teacher of English and Drama

Responsible to: Head of Faculty

Scale/Salary: MPS/UPS

DBS Disclosure Level: Enhanced

Job Purpose

- To facilitate and encourage a learning experience which provides students with the opportunity to achieve their individual potential.
- To contribute to raising standards of student attainment and progress.
- To promote and safeguard the safety and well-being of all students and young people.
- To implement and deliver an appropriately broad, balanced, relevant and differentiated curriculum for students and to support a designated curriculum area as appropriate.
- To monitor and support the overall progress and development of students as a teacher and Form Tutor where appropriate.
- To share and support the school's responsibility to provide and monitor opportunities for the personal and academic development of children and young people.

Responsibilities

- Plan, deliver and evaluate consistently high-quality lessons that engage all students and help them to make progress in their understanding of your subject.
- Plan well-structured lessons that meet the needs of all pupils through effective structuring of tasks, so they provide challenge or support as appropriate.
- Ensure that pupils' progress is regularly and accurately assessed and that feedback to pupils is used both summative and formative to enhance the attainment and progress of all pupils.
- Ensure that standards of behaviour in classes support effective learning and take action to manage behaviour in accordance with the school's Behaviour and Engagement Policy.
- Show commitment and responsibility for own professional development and ensuring best practice in classroom teaching and learning.
- Provide extra-curricular opportunities that are an essential part of subject provision.
- Keep subject knowledge up to date.
- Contribute to the development of schemes of work and department resources.
- Contribute to preparing for changes to GCSE, A level syllabuses.
- Contribute to the implementation of new courses within the subject area.

- Attend Department and Year Team meetings as part of directed time.

Other Duties

- To be familiar with and adhere to all School Policies.
- Taking appropriate responsibility for one's own health, safety and welfare and the health and safety of pupils, visitors and work colleagues in accordance with the requirements of legislation and school policies; including raising concerns with the appropriate manager.
- To support the aims and ethos of the school and promote good relationships with students, colleagues and parents.
- To participate in the school's arrangements for appraisal, professional development, meetings cycle, quality assurance and internal verification.
- The performance of all the duties and responsibilities shown above will be under the reasonable direction of the Headteacher. The Headteacher or other Senior Manager if appropriate, will be mindful of his/her duty to ensure that the employee has a reasonable workload and sufficient support carry out the duties of the post.

The job description will be reviewed at least annually, and any changes will be subject to consultation.