



Job Description and Person Specification

Teacher of English



Job description

Teacher of English

Grade/Salary: MPS/UPS (£25,714 - £41,604)

Location: The post holder will be based at the Castle Mead Academy, 50 Richard III Road, Leicester, LE3 5QT.

The post holder may be requested to work from other Academies within the Trust and will be expected to travel between Academies within the Trust.

Responsible to: Curriculum Leader

The role: To teach well planned lessons as part of a rich and well thought out curriculum sequence, enabling pupils to have access to “the best which has been thought and said” and to know, remember and apply knowledge so as they make exceptional progress from their starting points.

Principal responsibilities and duties as a Teacher at Castle Mead Academy:

- In accordance with the agreed curriculum within the subject, plan, teach and review lessons that are appropriate to the prior attainment and starting points of the pupils to allow new knowledge to be embedded and to facilitate progression in pupils’ learning.
- Ensure that teaching is well planned and executed with agreed approaches adhered to while being responsive to needs of pupils.
- Facilitate the exceptional progress and well-being of any individual or group of pupils, having a clear understanding of the needs of all pupils and targeting individual pupils’ needs; deploy support staff effectively.
- Demonstrate good subject and curriculum knowledge, by keeping up with the latest developments in the field so as to build pupils’ knowledge and skills progressively and cumulatively.
- Promote a positive climate for learning by enacting agreed lesson routines and a consistent and fair application of academy behaviour policies, accordance with the CMA Way Each Day.
- Ensure effective use of formative and summative assessment to drive planning and interventions.
- Provide feedback to pupils, which moves learning forward.
- Manage the classroom and teaching equipment so as to create a positive learning environment that makes effective use of available resources.
- Ensure that homework is set, where appropriate, and monitored.
- Support pupils throughout the day by fulfilling pastoral responsibilities, including as a form tutor.
- Participate in the academy coaching process, observing colleagues and being observed for the mutual benefit of all.
- Engage fully in the academy appraisal process to fulfil personal and academy wide objectives.
- Attend meetings/training and carry out administrative tasks and duties in relation to the academy calendar.
- Consistently implement all academy policies.
- Contribute to decision-making and consultation procedures.

- Report any safeguarding concerns immediately to a Designated Safeguarding Lead.
- Support the academy's vision of 'Growing a Community of Excellence', by reflecting the ethos everyday through conduct and interactions with pupils, families and colleagues and by making a positive contribution to the wider life of the academy, including Castle Character Time.

Other

- To undertake any reasonable task at the request of the Principal.

This job description should be read in conjunction with:

- The Statutory Requirements contained in the current version of the School Teachers' Pay and Conditions document
- The Teachers' Standards
- The Castle Mead Academy Professional Code of Conduct

The academy will endeavour 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 anyone who develops a disabling condition.

Castle Mead Academy is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment.

Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified. This job description may be amended at any time in discussion between the Principal and yourself, but in any case will be reviewed before the commencement of the next Appraisal cycle.

Reviewed by: THA, Principal

Who:	Print name:	Signature:	Date:
Employee			
Principal			

Person Specification

Teacher of English

Education

Essential	Desirable
<ul style="list-style-type: none">• Qualified teacher status.• Strong A-levels or equivalent in relevant subjects.• Relevant degree.	<ul style="list-style-type: none">• Post graduate qualification.• Evidence of further and wider professional development.• Evidence of continuing development of subject expertise.

Experience

Essential	Desirable
<ul style="list-style-type: none">• High levels of subject expertise and enthusiasm.• Excellent understanding of both subject and general pedagogy.• Effective and systematic behaviour management routines and approaches.• Evidence of successful and teaching in Key Stages 3 and 4.• High level of performance with personal teaching groups.• Evidence of commitment to extend learning for pupils beyond the classroom.• Active involvement in the promotion of equal opportunities.	<ul style="list-style-type: none">• Evidence of continued engagement with thinking and research in education.

Knowledge and skills

Essential	Desirable
<ul style="list-style-type: none">• High levels of subject knowledge and expertise.• Excellent interpersonal and teamwork skills.• Excellent communicator – sensitive and effective.	<ul style="list-style-type: none">• Knowledge and understanding of current educational issues and relevant research.

<ul style="list-style-type: none"> • Excellent planning and organisational skills. • An ability to establish good working relationships with a wide range of people including pupils, parents, Academy Councillors and colleagues. • Knowledge of curriculum and assessment development within the subject at both key stages. • Knowledge and skills related to use of data to improve monitor and outcomes for pupils. • A keen interest in how pupils learn and experience of putting this knowledge into practice, reading research and applying findings to department's work. • Up to date knowledge of relevant safeguarding practices and a commitment to the protection and safeguarding of children. • Knowledge of wider aspects of children's welfare. 	
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Personal qualities

Essential	Desirable
<ul style="list-style-type: none"> • Genuine passion for education and belief in the potential of every pupil. • Deep commitment to TMET and Castle Mead aims and mission to "Grow a Community of Excellence." • Reflective and proactive in seeking feedback to improve. • A commitment to sustaining and raising achievement, attainment and aspirations of all pupils. • Collaborative, professional style of working. • Ability to work under pressure and remain positive, enthusiastic and resilient. 	<ul style="list-style-type: none"> • Potential and capacity to grow professionally and aspire further to take more responsibility and leadership opportunities.

Other Conditions

Essential	Desirable
<ul style="list-style-type: none"> • Fit to fulfil all aspects of the job description. • Set a good example in terms of dress, punctuality and attendance. • Must satisfy relevant pre-employment checks. • This post will involve contact with vulnerable groups (children, young people and/or adults) and is therefore exempt from the Rehabilitation of Offenders Act 1974 and subject to an Enhanced 	

<p>Criminal Records Bureau (CRB) Disclosure check. This exemption means that applicants for this post are required to declare all criminal convictions, cautions, reprimands and bind-overs both spent and unspent in their application, regardless of the passage of time.</p>	
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Equal Opportunities

Essential	Desirable
<ul style="list-style-type: none"> Must be able to recognise discrimination in its many forms and be willing to put TMET Equality policies into practice Willing and able to deal with people professionally at all levels and from a variety of backgrounds. 	

Reviewed by: THA, Principal

Who:	Print name:	Signature:	Date:
Employee			
Principal			



CASTLE MEAD
ACADEMY

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Leicester
LE3 5QT



www.castle-tmet.uk



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