



JOB DESCRIPTION	
Job Title	Teacher of English
Pay Range	MPS/UPS
Responsible To	Head of Faculty
Responsible For	N/A
Date Reviewed	January 2019

The Job Description should be read alongside the range of professional duties of Teachers as stated in the latest Teachers' Pay and Conditions Document, under the National Conditions of Service for School Teachers and the CES Contract of Employment.

The postholder will be expected to undertake duties in line with the professional standards for qualified teachers and uphold the professional code of the General Teaching Council for England.

PURPOSE OF ROLE

To facilitate and encourage learning which enables all students to fulfil their potential; to promote, share and support the college's responsibility for the safeguarding, well-being, education and discipline of all students.

Under the reasonable direction of the Principal, carry out the professional duties of a School teacher as set out in the current School Teachers' Pay and Conditions Document (STPCD).

To provide teaching and learning to secure high attainment and progress of students. To collaborate effectively with colleagues to ensure the provision of an appropriately broad, balanced, relevant, engaging and differentiated curriculum for students studying in the faculty, in accordance with the college's aims and curricular policies

KEY RESPONSIBILITIES

Provide a safe, nurturing classroom and school environment that helps students to develop as learners

Consistently plan, resource and deliver lessons that allow stimulating and enjoyable learning to take place

Ensure that all students are given quality feedback in order to make rapid and sustained progress

Contribute to the development of sound literacy and numeracy skills for all students

Help to maintain/establish excellent standards of behaviour for learning across the college.

Ensure the behaviour management system is implemented so that effective learning can take place.

OUTCOMES AND ACTIVITIES – TEACHING AND LEARNING

Work collaboratively with the Head of Faculty and SLT to plan and prepare engaging lessons based on agreed schemes of work

Teach engaging and effective lessons that motivate, inspire and improve student attainment

Use regular assessments to monitor progress and determine appropriate intervention

Ensure that all students achieve at age level or, if below level, make significant and continuing progress towards achieving at level

Maintain regular and productive communication with parents, to report on progress, sanctions and rewards and to relay other relevant information.

Maintain accurate student data that can be used to make teaching more effective

In conjunction with the Curriculum Leader, identify the intervention needs of students and appropriate strategies to improve attainment

Help create a strong college community reflective of our values, purpose and mission statement

Develop a culture that is committed to high achievement and where the learning of students is our constant focus

Work with students, staff and parents to promote consistently excellent behaviour for learning and caring, respectful relationships

PASTORAL

Monitor and support the overall progress and development of students within the subject taught.

Monitor student attendance and progress in line with pastoral policies and practice.

Act as a Form Tutor and carry out the duties associated with that role as outlined in the staff handbook.

Contribute to PSHCE, citizenship and enterprise according to College policy.

COLLEGE ETHOS

Play a full part in the life of the college community, fully support the distinctive Catholic mission and ethos and encourage and ensure staff and students follow this example

Promote actively the college's corporate policies.

Comply with the college's health and safety policy and undertake risk assessments as appropriate.

Support the College in meeting its requirements for collective worship and liturgy.
Adhere to the college's Code of Conduct

TEACHERS ON THE UPPER PAY SCALE

Act as mentor or coach to teaching or trainee teaching colleagues as directed

Make a sustained and substantial contribution to the whole college in line with the expectations of a post-threshold teacher

OTHER

Undertake other responsibilities as directed by the Head of Faculty and SLT

Undertake professional development and appraisal in line with the college's performance management cycle,

The school 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 any employee who develops a disabling condition.

This job description is current at the date stated but will be reviewed on an annual basis and, following consultation with you, may be changed to reflect or anticipate changes in the job requirements which are commensurate with the job title and grade.