## Teacher of English

## Personnel Specification

These are the criteria upon which selection by the methods indicated will be based.

|  | Application | Reference | Interview |
|--|-------------|-----------|-----------|
| <ul> <li><i>Physical Attributes (essential)</i></li> <li>Clear and expressive voice</li> <li>Smart professional appearance</li> </ul>  |             |           | •         |
| <ul><li><i>Qualifications (essential)</i></li><li>Appropriate degree</li><li>Qualified Teacher status</li></ul>  | •           |           |           |
| <ul> <li>Experience (essential)</li> <li>Successful experience of teaching English in Key<br/>Stages 3 and 4 OR successful teaching practice<br/>in a Secondary School</li> </ul>  |             | •         | •         |
| <ul> <li>Willingness to teach AS/A2 English Language<br/>and/or Literature</li> </ul>  | •           |           | •         |
| <ul> <li>Attitudes (essential)</li> <li>Enthusiasm for teaching English and developing cross-curricular links</li> </ul>   | •           | •         |           |
| <ul> <li>Interest in and enjoyment of working with children</li> <li>Orderly, methodical and well-structured approach<br/>to teaching, including punctuality to school and<br/>lessons and care of classroom and resource<br/>materials</li> </ul> | •           | •         | •         |
| <ul> <li>Commitment to the job-lesson preparation,<br/>marking, assessing, recording, researching<br/>attendance at meetings</li> </ul>  | •           | •         |           |
| • Willingness to become involved in and contribute to the department and take some responsibility for some aspects of its work   | •           | •         |           |
| Initiative, creativity and flexibility   | •           | •         |           |
| <ul> <li>Evidence of having given thought to the teaching<br/>of English and recent developments in the subject</li> </ul>   | •           | •         | •         |
| Commitment to equal opportunities  | •           | •         |           |
| Skills (essential)   |             |           |           |
| <ul> <li>Good relationships with pupils</li> </ul>   |             | •         | •         |
| Good classroom discipline  |             | •         | •         |
| Co-operative relationships with staff  |             | •         | •         |
| <ul> <li>Good organisational skills</li> </ul>   |             | •         | •         |
| Other  |             |           |           |
| Interest in and willingness to contribute to extra-  | •           | •         | •         |
| curricular activities of some kind   |             |           |           |
| Recent INSET   | •           |           |           |