# Job Description: Teacher of English

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| Contract Term: | Two Terms |
| Hours: | This is a Temporary Full-Time role |
| Pay Range: | MPS/UPS |
| Reporting to: | Curriculum Leader English |

Stretford Grammar School is an equal opportunities employer and positively encourages applications from suitably qualified and eligible candidates regardless of sex, race, disability, age, sexual orientation, transgender status, religion or belief, marital status, or pregnancy and maternity.

## Job Purpose:

In addition to the specific responsibilities outlined below, the member of staff will be required, under the reasonable direction of the Headteacher, to carry out the professional duties of a School Teacher as set out in the current School Teachers' Pay and Conditions Document (STPCD) and to have due regard for the Professional Standards for Teachers.

### Our Values and Ethos

At the heart of the school's vision and values is the belief that we should give our best efforts first time: **'Aspirat primo fortuna labori'.** This is embedded in our core values of **Aspiration**, **Endeavour** and **Respect**.

The school has a long-standing commitment to building a highly aspirational and harmonious community which supports students through a well-planned and dynamic curriculum to fulfil their future ambitions. Underpinning this aspiration is the belief that our students achieve their potential through hard work and endeavour, giving the best of themselves around the school in their interactions with each other and the wider community. Founded on mutual respect and courtesy, these values and expectations permeate all that we do from door to school to ensure students can develop in an inclusive and caring school community where they become the very best that they can be and can shine!

Therefore, **our community** believes in:

**Aspiration** - we always give our best efforts in everything that we do.

**Respect** - we take pride in working in a harmonious community built on kindness and integrity.

**Endeavour** - we try to be the best version of ourselves through participating in the opportunities provided by school and the wider community.

The successful candidate should be able to inspire, motivate and support students through visible leadership in and around the school so that students are aspirational, kind, respectful and considerate and have an opportunity to **shine**.

**As a Teacher of English at Stretford Grammar School, you will:**

- Possess a dedication to providing students with the best education possible and have the vision, passion and proven track record to support school improvement and performance.
- Be aspirational, with an uncompromising commitment to improving educational outcomes for all students.
- Wish to play an important role in providing extensive after school enrichment
- Be kind, considerate and have the interests and wellbeing of all at the heart of what you do

This role is **key** to helping all students maximise their potential, in line with our values, ethos and expectations.

| Specific Responsibilities | |
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| 1 | Professional expectations |
| - | Lead by example in a professional way, modelling the high standards which will ensure the attainment, progress, discipline and motivation of all students. |
| - | Set high expectations for student behaviour by establishing a purposeful working environment through the upholding of school policies and procedures. |
| - | Create a purposeful learning environment by ensuring the safety of all students through meeting and greeting of students and upholding the professional duties contained within the Teaching Standards. |
| - | Work collaboratively within the department and school to raise standards through a continuous commitment to the ethos and values of the school. |
| 2 | Teaching and Learning |
| - | Be accountable to the Curriculum Leader for your standards of teaching and learning. |
| - | Plan work in accordance with department schemes of work drawn from the National Curriculum and Examination Boards. |
| - | Employ appropriate lesson structures, activities, and strategies to ensure that lessons are taught in a stimulating way and build on prior knowledge and understanding. |
| - | Apply effective strategies to support individuals and groups of students who are underperforming in order that they meet or exceed their targets |
| - | Monitor and be accountable for student attainment and progress in accordance with the school's policies. |
| - | Provide students with timely and meaningful feedback on their work using effective formative and summative assessment in accordance with school policies and expectations. |
| - | Monitor the impact of these strategies; adapt and develop them when necessary to ensure the best outcomes for each student. |
| - | Ensure reports to parents/carers are based on robust data and provide meaningful targets for students to act on when requested. |
| - | Keep up to date with national developments in the subject area, teaching practices and methodology. |

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| - | Make contributions to CPD and develop your expertise through internal and external training. |
| 3 | The Curriculum Area |
| - | Contribute to the development of the curriculum and schemes of work and the associated teaching and assessment resources. |
| - | Ensure departmental rooms have displays which are vibrant, stimulating and regularly refreshed. |
| - | Respect and care for departmental resources and equipment. |
| - | Liaise with parents/carers to offer information and guidance to ensure students gain maximum benefit from the learning opportunities |
| - | When required, be responsible for the organisation of departmental visits and excursions in accordance with school visit and trip policies. |
| - | Support the Curriculum Leader as required. |
| 4 | The School |
| - | Ensure that all school policies are adhered to and consistently implemented. |
| - | Treat all members of the school community with courtesy and respect having regard for their health and wellbeing. |
| - | Promote and publicise the work and achievement of students and staff in the department. |
| - | Contribute to the wider life of the school through the provision of enrichment opportunities in order that every student has an opportunity to develop their cultural capital and shine beyond the classroom. |
| 5 | Health and Safety |
| - | Ensure all classes and clubs are registered in a timely manner alerting the relevant staff where students have not arrived to ensure students are safe and well on site. |
| - | Comply with safety rules and procedures relevant to the subject and the whole school. |
| - | To report promptly to the Headteacher any issues which have/may lead to a breach of regulations. |
| - | To have due regard for the health, safety and wellbeing of children in your care, ensuring that they are treated with compassion and that classes are carefully monitored to instil a positive learning environment where all children feel safe. |
| 6 | Additional responsibilities |
| - | You will be required to carry out the duties of a Tutor and work with your Tutor Group on the delivery of the wider and extended curriculum. |
| - | Attend school events and activities as directed by the Headteacher. |
| - | Any other duties as may from time to time be reasonably required as directed by the Headteacher. |
| 7 | Safeguarding |
| - | To ensure that you are aware of the key policies relating to safeguarding and play an active part in Keeping Children Safe in Education |
| 8 | Core Values |
| - | Display a deep commitment and empathy to the values and vision of the school through the demonstration of Ambition, Respect and Endeavour in daily work and ensuring every child has an opportunity to shine. |
| - | Display high standards of professionalism with regards to confidentiality and discretion |
| - | Have a willingness to take on other roles and responsibilities within the team |
| - | Be able to conduct your work with empathy, kindness and good humour |

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| - | Have a genuine passion and belief in the potential of every student |
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| - | Have a commitment to the safeguarding and welfare of all students |
| 9 | About this Job |
| - | This job description is designed to outline the main duties and responsibilities associated with the post but is not intended to be an exhaustive list of all duties performed. The tasks associated with this role are listed in the CONDITIONS OF EMPLOYMENT OF SCHOOL TEACHERS in the current School Teachers Pay and Conditions Document. It will be reviewed each year, and it may be subject to modification or amendment at any time after consultation with the post-holder, Headteacher or his representative. |
| - | The Governing Body is committed to the safeguarding and welfare of children and young people. It expects all staff and volunteers to share this commitment. The successful candidate will be subject to an enhanced DBS check. |

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| Signed: | |
| Date: | |

## Post: Teaching Post

| *Qualities and Attributes* | *Essential* | *Desirable* | *Evidenced by* |
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| Degree and teaching qualification in the relevant subject(s) | ✓ | | Application |
| Recent, relevant in-service training | ✓ | | Application |
| A commitment to CPD to develop oneself and others | ✓ | | Application |
| Further professional qualifications | | ✓ | Application |
| **Knowledge, Understanding and experience** | | | |
| An excellent classroom practitioner, with the ability to communicate a passion for the subject | ✓ | | Interview/Observation |
| Thorough knowledge and understanding of the National Curriculum | ✓ | | Application/ Interview |
| An understanding of the role of assessment and student tracking systems in raising standards and promoting progress | ✓ | | Application/ Interview |
| Successful teaching experience | ✓ | | Application/ Interview |
| A commitment to providing an extensive contribution to an aspirational enrichment curriculum. | ✓ | | Application/ Interview |
| An understanding and appreciation of the positive impact a proactive Form Tutor can have on a students' school experience | ✓ | | Application/ Interview |
| **Leadership and Management** | | | |
| Evidence of good student management and discipline | ✓ | | Interview/ Observation |
| A commitment to raising standards and evidence where this has been achieved | ✓ | | Application/ Interview |
| Excellent organisational and planning skills with the ability to adapt | ✓ | | Interview/ Observation |
| **General/Personal Qualities and Characteristics** | | | |
| An effective team player who can think and work independently | ✓ | | Interview |
| A commitment to care and support for every student and the ability to find the difference that makes a difference | ✓ | | Application/ Interview/ Observation |
| An ability to motivate students and staff | ✓ | | Interview/ |

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| | | | Observation |
| An effective communicator with strong interpersonal skills | ✓ | | Interview/ Observation |
| A commitment to the responsibility for and practices concerned with the promotion of the welfare and safeguarding of young people | ✓ | | Application/ Interview |