



## Teacher of English + Key Stage 3 Coordinator - TLR2b

Salary / grade range	MPS/UPS £28,000 – £38,810, £40,625 - £43,685 + TLR2B £5024
Location	Co-op Academy Grange
Reports to	Head of English

### Purpose of role:

To consistently deliver good/outstanding lessons and student outcomes.

To ensure high standards of teaching and marking, assessment and feedback lead to good and outstanding progress and attainment for all students.

### Key accountabilities (and specific duties / responsibilities):

- To consistently deliver good/outstanding lessons and student outcomes.
- To be the Key Stage 3 Coordinator for the English Department.
- To secure and sustain a positive climate to learning and behaviour of students.
- To promote the inclusion and acceptance of all students within the classroom.
- To encourage students to interact and work co-operatively with others and engage, challenge, motivate and reinforce self-esteem with all students in activities.
- To take part in quality assurance processes within the English Area to secure improvements and provide opportunities for professional development.
- To contribute to and participate in the development of a whole school approach to the development of basic skills.
- To work with the English Area to implement a clear set of principles to ensure:
  - accurate monitoring and reporting of student progress
  - improvements in teaching are a priority focus area
  - marking assessment and feedback is provided to all students
  - work with other staff supports the implementation of a range of targeted interventions that lead to maximum student progress.
- To participate in an effective evaluation programme which informs English Area and whole school self-evaluation processes and identifies priorities for improvement.
- To contribute to the English Area improvement plan and SEF.
- To maintain knowledge and understanding of the school vision values and ethos, priorities, targets and action plans.
- To attend appropriate school meetings and participate and contribute to discussions.
- To mentor and coach staff, including ITT students to improve teaching, develop and share best practice, improve leadership, build confidence and maintain positive attitudes.
- To work with others to create a climate, which enables staff to develop, challenge and support each other, resulting in improved teaching.



- To offer support to colleagues teaching in the English Area to consistently and effectively use information about prior attainment and information from assessment, marking and feedback to monitor progress to give clear and constructive feedback.
- To offer support to colleagues teaching in the English Area to ensure that, as a result of their teaching, their students make good and outstanding progress in relation to prior attainment and compared to similar students nationally.
- To participate in effective strategies and procedures for staff induction, staff development and Performance Management.
- To participate in recruitment and selection procedures for English Area staff.
- To prioritise and manage their own time effectively, balancing the demands made by teaching and involvement in English Area development.
- To take responsibility for their own professional development and remain up to date with current practice undertaking any relevant training.
- To comply with any reasonable request from the Curriculum Leader of English Area to undertake work of a similar level not specified in this job description.
- To develop and sustain relationships with others both within and outside of school.
- To comply with policies and procedures relating to child protection, health, safety and security and confidentiality, reporting any concerns
- Contribute to Campus life and the overall vision, values and guiding principles of the Campus
- To participate in supervision duties as per the schedule produced by school.
- To model professional behaviour and attitudes around the school to ensure the highest standard of appearance and conduct are met

## Personal attributes required (based on job description):

Attributes	All attributes are essential, unless indicated below as 'desirable'	How measured, e.g., application form (A), interview (I) test (T)
<b>Qualifications</b> <ul style="list-style-type: none"> <li>• Qualified Teacher Status</li> <li>• Degree in English</li> <li>• Commitment to CPD</li> </ul>		A/I A/I
<b>Experience</b> <ul style="list-style-type: none"> <li>• Recent, relevant teaching (or teaching practice) of KS3 and KS4 English in a secondary / comprehensive school.</li> </ul>		



<p><b>Skills, Ability, Knowledge</b></p> <ul style="list-style-type: none"><li>• Up to date knowledge of the English curriculum at KS3 and KS4</li><li>• Ability to use a range of teaching strategies to engage students and enable their progress</li><li>• IT Literate and confident in using ICT as a teaching tool</li></ul>		
<p><b>Personal Qualities</b></p> <ul style="list-style-type: none"><li>• Energy, persistence and enthusiasm,</li><li>• tempered with humour</li><li>• Excellent communication skills with the ability to relate well with both children and adults</li><li>• Willingness to participate in extra-curricular activities</li><li>• An effective team member</li><li>• Adaptable to changing circumstances and new ideas</li><li>• Able to remain calm under pressure</li><li>• An understanding of and commitment to safeguarding and promoting the welfare of children and young people.</li><li>• A personal and professional commitment to equal opportunities, diversity and promoting good race relations.</li></ul>	D	A/I

Co-op Academies Trust as an aware employer is committed to safeguarding and protecting the welfare of children and vulnerable adults as its number one priority. This commitment to robust recruitment, selection and induction procedures extends to organisations and services linked to the Trust on its behalf. This post is subject to an enhanced DBS check.

All our colleagues are expected to demonstrate a commitment to co-operative values and principles, and the Ways of Being Co-op.

Co-op Academies Trust is committed to equality of opportunity for all staff and applications from individuals are encouraged regardless of age, disability, sex, gender reassignment, sexual orientation, pregnancy and maternity, race, religion or belief and marriage or civil partnerships.