**JOB DESCRIPTION**

**JOB TITLE**: Teacher of English

**SALARY** Teacher Pay Scale

**REPORTING TO**: Head of English

**DISCLOSURE**:

To be read in conjunction with the professional duties set out in the current School Teachers’ Pay and Conditions Document.

**JOB PURPOSE**

To facilitate a learning environment that provides students with the opportunity to achieve their individual potential

1. **Key Responsibilities**

**Key Tasks**

* 1. To have shared values and expectations with the English Department about learning, relationships and conduct.
  2. Implement and deliver an appropriately broad, balanced, relevant and differentiated curriculum for students and support a designated curriculum area or areas, as appropriate.
  3. Deliver KS3 English and KS4 English Language and Literature with the potential to deliver KS5 English across the Trust.
  4. Monitor and support the overall progress and development of students as a subject teacher
  5. Facilitate and encourage a learning experience which provides students with the opportunity to achieve their individual potential.
  6. Contribute to raising standards of student attainment
  7. Share and support the school responsibility to provide and monitor opportunities for personal and academic growth.

1. **Teaching, Learning and Assessment:**

**Key Tasks**

* 1. Co-ordinating or managing the work of associate staff, e.g. teaching assistants that are attached to a student or a group of students.
  2. Ensuring a variety of high quality learning experiences which will stimulate learning appropriate to student needs and meet internal and external quality standards.
  3. Prepare and update subject material.
  4. Create a climate for learning through maintaining good order and discipline and rewarding students for good effort, achievement and conduct.
  5. To model whole school Teaching and Learning Practices in your own teaching
  6. To ensure that all students experience an imaginative and vibrant learning environment that enables them to make rapid and sustained progress
  7. To ensure that all students, including SEND and High Attainers are appropriately challenged and provided for, enabling them to make progress in line with students of similar starting points,
  8. To ensure that all students are provided with detailed feedback, so that they understand how to improve their work,
  9. To ensure that all students are set relevant and appropriate homework in accordance with school policy,
  10. To ensure that all students experience a range of learning experiences both in and outside of the classroom,
  11. To develop independent and resilient learners who enjoy and have a passion for learning,
  12. To ensure that student achievement and success is recognised, reported on and celebrated.
  13. To contribute to the provision of extra-curricular opportunities for students.

1. **Monitoring, evaluating and reporting**

**Key Tasks**

* 1. Assessing, recording and reporting on the progress and attainment of students and groups of students in accordance with school policy.
  2. To be accountable for student outcomes and teaching and learning within your individual classes.
  3. To carry out regular assessment opportunities at both Key Stages in line with the School Assessment Policy and to contribute to accurate moderation of assessment.
  4. To ensure effective communication with parents, including the reporting process and attendance of Parents Evenings.
  5. To review individual Key Stage 3 and GCSE performance
  6. To provide regular feedback for all students in line with School Policy and ensure that students act on feedback to improve.

1. **Managing own performance and development:**

**Key Tasks**

* 1. To contribute to effective working relationships within the Department.
  2. To take responsibility for own professional development.
  3. To attend in CPD sessions according to the school calendar.
  4. Participate in the agreed arrangements for appraisal.
  5. Be a positive role model.

1. **Pastoral**

**Key Tasks**

* 1. To apply the conduct management systems so that effective learning can take place.
  2. To liaise with the Pastoral Team to ensure the implementation of the school’s Pastoral System.
  3. To use the Reward System to reinforce our expectations.

1. **Other duties:**

**Key Tasks**

* 1. To undertake the role of Form Tutor,
  2. To undertake the role of a Duty Supervision Team member
  3. To make a positive contribution to the life of the school and exemplify the school vision and values.
  4. To promote, advocate and follow all school policies.
  5. To undertake any additional duties which may reasonably be required by the Headteacher from time to time (current Schools Teachers’ Pay and Conditions Document).

This school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment

Name ……………………………………………………….. Signed …………………………………………………..

Date ………………………………………………………….