

## Mortimer Community College

### Job Description

<b>Job Title:</b>	Teacher of English	<b>Department/Group:</b>	English
<b>Level/Salary Range:</b>	MPS/UPS	<b>Reporting to:</b>	Head of Faculty
<b>Safer Recruitment Statement</b>			
Mortimer Community College is committed to safeguarding and promoting the wellbeing of children and young people and expects all staff and volunteers to share this commitment.			
<b>Main Objectives of Role</b>			
The post is operational and will be a key component in the further development and improvement of Mortimer Community College. The main focus of the work will be Teaching and Learning in the classroom, securing consistently the highest possible standards to ensure student learning results in progress throughout your classes.			
<b>Job Description</b>			
<p>This appointment is subject to the current conditions of employment of teachers contained in the School Teachers' Pay and Conditions Document, and other current education and employment legislation.</p> <p>This job description may be amended at any time in discussion between the Head Teacher and the member of staff. In addition to the requirements of being a class teacher, the main areas of responsibility and key tasks are:</p> <ul style="list-style-type: none"> <li>• teaching English at both KS3 &amp; KS4;</li> <li>• planning structured lessons that meet the needs of individual students, and sharing plans and teaching resources with colleagues;</li> <li>• maintaining records, marking and assessment of students' work, according to school and departmental policies and external examination and national curriculum requirements;</li> <li>• reporting on students, as required by the school policy and national curriculum requirements;</li> <li>• using school procedures to maintain your teaching area(s) to a standard that motivates students and meets health and safety requirements;</li> <li>• following safe working practices in all of your teaching and duty situations;</li> <li>• supporting the tutorial system, as required;</li> <li>• supporting the pastoral and safeguarding school systems, as required;</li> <li>• taking responsibility for your own CPD and PM;</li> <li>• participating in the organisation of extra-curricular clubs;</li> <li>• taking a proactive approach at all times;</li> <li>• following safeguarding procedures at all times.</li> <li>• any other duties which may arise during the course of work and as authorised by the Head Teacher. Such duties will be commensurate with the general level of this post and will be subject to the skills and abilities of the post holder.</li> </ul>			
<b>Date:</b>	February 2026		

