

## **Job Description: Humanities Teacher**

**Job Title:** Humanities Teacher  
**Reports to:** Head of Department  
**Salary Range:** Teachers' Pay Scale (Main or Upper Scale)

### **1. Purpose of the job**

- To deliver high quality teaching and learning to students of all ages and abilities who are assigned to the post holder.
- To contribute to the development of the department in collaboration with the Head of Department.

### **2. Main duties**

All teachers work within the statutory conditions of employment set out in the current School Teachers' Pay and Conditions Document. The following list of duties is not, therefore, exhaustive:

- Be responsible for the quality of teaching and learning of all students who are assigned to the post holder.
- Supervise the work of any support staff, including higher level teaching assistants and support teachers, who are assigned to work with the post holder's students.
- Support the Head of Department. Although not exhaustive, this will depend on the experience of the candidate, and may include:
  - i) preparing of teaching and learning materials
  - ii) managing Health & Safety and behaviour in their classroom
  - iii) monitoring and reporting on quality and standards
  - iv) contributing to department planning and self-evaluation
  - v) providing professional support to other teachers and support staff
  - vi) advising the Head of Department on appropriate resources and materials
  - vii) providing guidance and advice to pupils on educational and on their further education and careers.
  - viii) leading appropriate professional development within the school
  - ix) providing feedback to students and parents, through consultation evenings, phone calls or written communication as appropriate
  - x) attending departmental and school meetings, either during or after the school day, as requested
  - xi) attending information evenings, or special events as deemed appropriate.

### **3. Job context**

The school welcomes teachers of high professional standard and shares the responsibility with each teacher for continual review and the development of expertise.

All teachers make a valuable contribution to the school's development and, therefore, to the progress of all students. All teachers, except those who are newly qualified, will have varying degrees of responsibility for a curriculum area across the whole school and will be supported in that role by their line manager.

For newly qualified teachers, subject leadership will be taken by his/her line manager during the first year of employment at the school.

Teachers in the upper pay scale can be expected to make a particular contribution to building team commitment in line with the statutory requirement to meet threshold standards.

In particular, teachers at UP3 will:

- provide a role model for professional practice in the school
- make a distinctive contribution compared with other teachers
- contribute effectively to the wider team.

Some teachers are Tutors and will be expected to fulfil this role as directed. Tutors are line managed by a Year Leader.

#### **4. Other specific duties**

- a) have full regard to all aspects of the Academy's Health and Safety policy;
- b) safeguard and promote the well-being of students;
- c) follow Child Protection and other agreed procedures eg relating to the organisation of trips and visits and the ordering of goods;
- d) undertake such other duties as the Head of Department may reasonably require.

#### **5. Updating**

The job description will be reviewed and updated periodically in order to ensure that it reflects accurately the nature of the role in context of in-school and other developments. The process may be initiated by the Headteacher or the postholder. It will always be the aim to reach agreement on reasonable changes but, if agreement is not possible, the Governing Body (represented by the Headteacher) reserves the right to make changes following consultation.

#### **Signatures**

Signed ..... (Postholder)

Date: .....

Signed ..... (Headteacher)

Date: .....