Job Description – Teacher of ICT & Computer Science

Line Manager
Head of Department for ICT & Computer Science

The job description which follows recognises that the core purpose of the role of Teacher of ICT & Computer Science is to undertake their teaching duties in order to secure:

♦ high quality teaching and learning for all
♦ high standards of achievement for all students
♦ the efficient and effective deployment of staff and resources
♦ support for the school's ethos and values

In addition to the responsibilities set out in the national teaching standards (in the role as subject teacher and tutor) the specific responsibilities for the role of Teacher of ICT & Computer Science are as follows:

Responsibilities and tasks

Strategic Leadership
- To keep abreast of developments in the teaching and learning of ICT & Computer Science
- To support the Head of ICT & Computer Science to ensure all statutory elements and agreed school policies and approaches to learning and assessment are embedded into programmes of study for all key stages

Operational Leadership
- To ensure delivery of lessons are relevant, effective, engaging and promote collaborative working
- To support the writing and updating of schemes of work for the ICT & Computer Science department
- To ensure agreed Quality Assurance activities as set out by the ICT & Computer Science department are undertaken
- To ensure that that appropriate student performance data is recorded in line with departmental practice and data tracking and target-setting is undertaken as part of the general review of student performance
- To ensure that reporting and feedback of students is completed in line with department / school policy
- To give effective and thoughtful input into department meetings and wider professional development
- To take every opportunity to build positive relationships with students in order to support their personal, pastoral and academic development
- To make a contribution to learning outside the classroom
- To develop strong and positive relationships between parents and the school so as to promote students' learning in a spirit of partnership, providing information to parents about targets, achievements and progress
- To ensure that there is a safe working environment in which risks are properly assessed

Personnel Leadership
- To work with and support all members of the ICT & Computer Science department
- To support trainee or newly qualified teachers working in the department
- To work with colleagues across the school to actively support PSHE and personal development