

## **JOB DESCRIPTION – TEACHER**

*This job description does not form part of any employee's terms and conditions of employment and is not intended to have any contractual effect. As with all posts, the Principal will reserve the right to vary the precise responsibilities should needs change and opportunities arise.*

### **Teaching**

- Plan and teach lessons to the classes they are assigned to teach within the context of the school's curriculum and schemes of work.
- Assess, monitor, record and report on the learning needs, progress and achievements of assigned pupils.
- Participate in arrangements for preparing pupils for external examinations.

### **Whole school organisation, strategy and development**

- Contribute to the development, implementation and evaluation of the school's policies, practices and procedures in such a way as to support the school's values, ethos and vision.
- Work with others on curriculum and/or pupil development to secure co-ordinated outcomes.
- Supervise and so far as practicable, teach any pupils where the person timetabled to take the class is not available to do so.

### **Health, safety and discipline**

- Promote the safety and well-being of pupils.
- Maintain good order and discipline among pupils.

### **Management of staff and resources**

- Direct and supervise support staff assigned to them and, where appropriate, other teachers.
- Contribute to the recruitment, selection, appointment and professional development of other teachers and support staff.
- Deploy resources delegated to them effectively.

### **Professional development**

- Participate in arrangements for the appraisal and review of their own performance and, where appropriate, that of other teachers and support staff.
- Participate in arrangements for their own further training and professional development and, where appropriate, that of other teachers and support staff including induction.

### **Communication**

- Communicate with pupils, parents and carers.

### **Working with colleagues and other relevant professionals**

- Collaborate and work with colleagues and other relevant professionals within and beyond the school.

## SELECTION CRITERIA FOR THE POST OF TEACHER

Criteria	How will these be tested or verified?
<b>QUALIFICATIONS</b> <ul style="list-style-type: none"> <li>• Good qualifications at GCSE &amp; A-Level or equivalent</li> <li>• Good Honours Degree in subject relevant to teaching specialism</li> </ul>	Application form Original qualifications
<b>EXPERIENCE</b> <ul style="list-style-type: none"> <li>• Experienced or newly qualified teacher</li> <li>• Experience of teaching (or in the case of ECTs of Teaching Practice) up to GCSE. A level teaching experience is desirable but not essential</li> <li>• Proven track record of public examination success (for more experienced applicants)</li> </ul>	Application form Observation of teaching References
<b>KNOWLEDGE AND SKILLS</b> <ul style="list-style-type: none"> <li>• Good subject knowledge</li> <li>• Ability to teach subject to A level is desirable</li> <li>• Understanding of teaching, learning and assessment strategies</li> <li>• The ability to engage and motivate learners</li> <li>• Excellent interpersonal skills</li> <li>• Knowledge of advances in education and pedagogical practice</li> <li>• An understanding of Safeguarding responsibilities</li> <li>• Competent IT skills</li> <li>• Strong communication and presentation skills</li> </ul>	Observation of teaching References Subject knowledge test (if applicable) Panel interview
<b>PERSONAL QUALITIES</b> <ul style="list-style-type: none"> <li>• Integrity, loyalty and commitment</li> <li>• High expectations of self and others</li> <li>• Commitment to equal opportunity</li> <li>• Willingness to engage with constructive criticism</li> <li>• Resilience and ability to work under pressure and meet deadlines</li> <li>• Sharp intellect</li> <li>• Good team player</li> <li>• Enthusiasm and an optimistic outlook</li> <li>• Sense of humour</li> </ul>	References Panel interview