



L.E.A.D. Academy Trust

Lead • Empower • Achieve • Drive

Job Title: Teacher

1. Job Purpose

Provide high quality teaching and learning.

2. Responsible to:

- Headteacher through Curriculum Director.

3. Responsible for:

- Teaching a given timetable.
- Progress, behaviour and welfare of students in classes.
- Following trust and academy policies.
- A tutor group

4. Liaising with (working relationships):

- The Headteacher and senior leadership team
- Teaching and support staff
- Curriculum Directors/Assistant Curriculum Directors/Heads of Subject
- Senior staff in other LEAD academies

5. Hours of work:

- Full Time

6. Grade and Range of post:

- MPS/UPS

7. Disclosure Level:

- This post is subject to an enhanced DBS disclosure

8. Main/Core Duties:

To teach a given timetable ensuring that individual students meet their personal targets through:

- Planning and delivering high quality lessons
- Managing student behaviour effectively
- Effective marking and feedback
- Setting appropriate homework
- To ensure that the classroom is a safe and secure environment.
- To promote a love of subject and a love of learning with students.
- Assess student progress in line with trust and academy policies
- To work as a form tutor for a given group of students.

9. Operational planning:

- Plan and deliver high quality lessons in line with trust and academy policies.
- Providing information to students and parents in line with trust and academy policies.
- Make a contribution to the development of curriculum plans and schemes of work within the curriculum and subject area.

10. Service provision:

- To appreciate and support the role of other professionals.
- To be responsible for promoting and safeguarding the welfare of children and young people within the Academy.
- Provide up to date and relevant data on performance.
- Work with the other teachers within the Academy and the trust to maximise opportunities for collaboration.

11. Service development:

To seek continually to ensure value for money and performance improvement.

To be responsible for personal CPD and participate fully in training and development opportunities identified by the Academy or as an outcome of performance management.

.To contribute to subject area reviews against key performance indicators:

- Academic performance
- Parental complaints
- Student behaviour indicators

12. Staffing and development:

- Work with the other teachers across the Academy and trust to ensure that best practice is utilised to ensure consistency in high quality teaching and learning..

13. Recruitment / Deployment of staff:

- Support recruitment processes as required.
- Support collaborative working across the Academy and the Trust.

14. Quality Assurance:

- Monitor student achievement in classes against annual targets with a focus on key groups – EAL, Most Able, Gender, SEN, and PP.
- Contribute to reviews within subject and curriculum area as above.
- Analyse and interpret relevant data, research and inspection evidence to inform provision and seek improvement where necessary.
- Ensure compliance with all trust and academy policies.
- Identify good practice, areas for development and strategies for sharing and support.

15. Communications:

- Effectively communicate with parents and ensure that families are supported as active participants in their child's education, through parent's evenings, transition events and celebration events.
- Effectively articulate to all stakeholders and in a variety of ways, the vision which underpins all aspects of the Academy's provision and support.
- To ensure that all communications with service users demonstrate the values of the Academy and the Lead Academy Trust.
- To attend all meetings identified by the Headteacher, SLT and Trust and communicate the Academy vision effectively at meetings – both internal and external.

16. Management information and Administration:

- Ensure all information required by the advisory board, senior staff, Headteacher and LEAD Academy Board, to evaluate the academy's provision is produced accurately, timely and efficiently.

17. Marketing and Liaison:

- Develop, nurture and maintain the positive image of the academy and the LEAD Academy Trust.
- Attend all functions and meetings necessary to support the delivery of the role, ensuring the values of the academy and the LEAD Academy Trust.
- Actively promote the service of the academy and the LEAD Academy Trust.

18. Management of resources (other than people):

- Responsibility for the safe use and safe keeping of Academy and Trust resources.

19. Corporate responsibility:

- To abide by and implement all policies and procedures of the Academy, including being aware of and responsible corporately and as an individual for Health and Safety policies and procedures.

20. Other Specific Responsibilities:

- To contribute to the overall ethos, work and aims of the Academy and the Academy Trust.
- To carry out all duties in the most effective, efficient and economic manner.
- To continue personal development in the relevant area.
- Participate fully with arrangements made in accordance with the Performance Management Policy.
- Perform any other reasonable duties as requested by the Headteacher.

21. Safeguarding:

- The Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment and individually take responsibility for doing so.

22. General Statement:

- This job description is current at the date shown, but in consultation with you may be changed to reflect or anticipate changes in the job, commensurate with the grade and job title.

22. Date:

PERSON SPECIFICATION

Qualifications and experience

- Qualified teacher with QTS or recognised equivalent
- Teaching experience within the age range and/or subjects applying for (NQT status may also be relevant)

Domain One: qualities and knowledge

- Creates a stimulating and safe learning environment.
- Establishes and maintain a purposeful working atmosphere.
- Plans, prepares and delivers the curriculum as relevant to the age and ability group/subjects taught
- Assesses and records the progress of pupils/students' learning to inform next steps and monitor progress.
- Demonstrates optimistic personal behaviour, positive relationships and attitudes towards all members of their school community.
- Demonstrates a commitment to equal opportunities and uses a variety of strategies and practices to promote inclusion in the classroom.
- Teaches using a wide variety of strategies to maximise achievement for all children including those with special educational needs and high achievers and to meet differing learning styles.
- Encourages children in developing self-esteem and respect for others.
- Deploys a wide range of effective behaviour management strategies.
- Communicates to a range of audiences (verbal, written, using ICT as appropriate).
- Demonstrates current knowledge and understanding of national and local education issues
- Contributes to a culture of collaborative working to develop professional practice.

Domain Two: pupils and staff

- Develops in pupils/students a love of learning and a sense of inner confidence and self-belief that enables them to achieve high standards, overcoming disadvantage and advancing equality.
- Promotes a classroom environment that values the success and sense of wellbeing of each pupil/student, focused on safeguarding and developing their spiritual, moral, social and cultural development and exemplary behaviour.
- Demonstrates continuous self-directed development.

Domain Three: systems and process

- Would be able to build upon current academy improvement plans.

Domain Four: the self-improving school system

- Seeks opportunities to invite parents, carers, community figures and other organisations into classrooms to enhance learning.
- Demonstrates entrepreneurial and innovative approaches to classroom improvement.

Personal qualities

- Passionate about education
- Approachable, enthusiastic and creative
- Leads by example, demonstrating integrity, resilience and clarity
- Committed to the L.E.A.D. principles