

## TONBRIDGE GRAMMAR SCHOOL JOB PROFILE – MAIN SCALE TEACHER

Job Title:	Subject Teacher
Job Holder:	
Line Managed By:	Subject Leader
Date:	
<b>Job Purpose</b>  To secure and maintain high quality learning and teaching in order that students are able to make progress and achieve to their potential as successful, resilient and independent learners.	
<b>Key Areas of Impact</b>  Strategic Direction: <ul style="list-style-type: none"><li>• To establish and uphold the ethos of the school with students through the full implementation of student centred policies.</li><li>• To implement school policy and procedure reflecting the school's commitment to high achievement, ensuring each student is treated as an individual and able to develop as;<ul style="list-style-type: none"><li>- successful learners who enjoy learning and achieve their academic potential</li><li>- Confident individuals able to live safe, healthy and fulfilling lives</li><li>- Responsible citizens of this school and the wider community</li></ul></li><li>• To support the Subject Leader as required and directed in implementing the Subject Team development plan and to assist in evaluating the impact of the plan on teaching and learning.</li></ul> Teaching and Learning: <ul style="list-style-type: none"><li>• To establish and maintain an environment which promotes effective learning and provides an appropriate level of challenge for able students.</li><li>• To plan and deliver lessons in accordance with the agreed Scheme of Work / subject specification, taking account of the specific learning needs of students within the class.</li><li>• To plan homework or other out of class work to sustain learners' progress and to extend and consolidate learning.</li><li>• To actively promote personalised learning and assessment for learning opportunities within their subject for the benefit of the students.</li><li>• To analyse a range of relevant performance data for students in their classes and use this to plan future learning and inform target setting.</li><li>• To follow subject and school procedures for the assessment, recording and reporting of student attainment and progress including attendance at parent evenings.</li></ul>	

- To provide timely and relevant information enabling each student to understand their current levels of attainment and the action they must take to achieve to their potential.
- To actively promote the development of effective subject links internally and between partner schools and the wider community (locally, nationally and internationally).
- To monitor attendance and behaviour of students in their classes in accordance with school policy.
- To undertake the teaching of classes/groups as may reasonably be required by the Head Teacher or Line Manager.

Quality Assurance:

- To participate, at the request of the Head Teacher or Line Manager, in the school's monitoring, evaluation and review procedures including evaluation against quality standards and performance criteria.
- To evaluate the impact of their teaching on the progress of all learners and modify their planning and classroom practice where necessary.

Resource Management:

- Follow school procedures in the allocation and use of resources to support effective learning and teaching.

Knowledge & Skills:

**Subject teachers should demonstrate knowledge and understanding of:**

- Professional Standards required of all teachers in England.
- All School policies and procedures including;
  - Secure knowledge of subjects/curriculum areas and related pedagogy across the full age range taught.
  - Relevant statutory and non-statutory curricula and frameworks for identified subjects/curriculum areas
  - Schemes of work for subject(s) taught
  - Principles and practices in relation to managing learning and teaching
  - The appropriate application of ICT, literacy and numeracy to support teaching and wider professional activities
  - Health and safety issues as they relate to their particular subject area(s)

Additional Duties:

- To play a full part in the life of the school community, to support the school ethos and to encourage students to follow this example.
- To actively promote school policies.
- To reflect on and improve professional practice and take responsibility for identifying and meeting development needs.
- To actively engage in the staff review and development process.

- To undertake any other duty as specified by school teachers pay and conditions of service not mentioned in the above.
- The conditions of employment for school teachers specify the general professional duties of all teachers. The professional standards for teachers at the relevant level are applicable.

### Professional Standards

It is important to recognise that Tonbridge Grammar School teachers must maintain professional standards at all times and to recognise that they are role models for the students in many respects.

Such professional standards would include:

- Dress: teachers are expected to wear suits or jacket and tie (or the equivalent for female teachers), except when involved in practical or external activities,
- Punctuality: this is expected in all aspects of work,
- Duty of Care: keeping our students safe and acting in the child's best interest at all times,
- A position of trust, being seen to be demonstrably fair, even-handed and consistent in dealing with students,
- Propriety and behaviour: all teachers are expected to adopt high standards of personal conduct,
- Taking good care of the fabric of the school,
- Being aware of and carrying out the Acceptable Use of ICT policy when using the School network,
- Engaging in on-going professional development, in-school training, regular peer observation, and external courses (as appropriate).

Personal Qualities:

#### Self awareness

Emotional self awareness  
Accurate self assessment  
Self confidence

#### Social Awareness

Empathy  
Organisational awareness  
Service awareness

#### Self management

Emotional self-control  
Transparency  
Adaptability  
Achievement orientation  
Initiative  
Optimism

#### Relationship management

Developing others  
Inspirational leadership  
Change catalyst  
Influence  
Conflict management  
Team work and collaboration

### Additional Notes

Whilst every effort has been made to outline the main responsibilities of the post each individual task undertaken may not be identified.

Employees are expected to comply with any reasonable request from a manager to

undertake work of a similar level that is not specified in this job profile.

The school will endeavour to make any necessary reasonable adjustments to the job and the working environment to enable access to employment opportunities for disabled job applicants or continued employment for any employee who develops a disabling condition.

This job profile is current at the date shown but in consultation with you may be changed by the Head Teacher to reflect or anticipate changes in the job commensurate with the grade and job title.

Please sign and return one copy to the HR Officer.

Signed by Head Teacher.....

Signed by Post Holder.....