



South Tyneside Council

CHILDREN'S SERVICES

JOB DESCRIPTION

Post Title:	Teacher of Technology
Job purpose:	• To carry out the professional duties of a school teacher, as set out in the current School Teachers' Pay and Conditions Document (STPCD), under the direction of the Head Teacher. • To teach a broad, balanced, relevant and differentiated curriculum. • To monitor and support the overall progress and development of pupils as a class teacher and Form Tutor • To create a learning environment that provides pupils with the opportunity to achieve their full potential. • To contribute to the raising of standards of achievement both within the department and across the school.
Reporting to:	Head of Department/Second in Department
Responsible for:	No line management responsibility
Salary:	MPS/UPS
Working Hours:	Full time
Disclosure level:	Enhanced

Teaching and Learning
• Set high standards and expectations for all pupils. • Motivate and challenge pupils through inspiring teaching. • Ensure good progress and good outcomes for all pupils. • Demonstrate good subject and curriculum knowledge, including exam specifications at GCSE. • Prepare pupils for internal and external assessments and examinations. • Organise lessons effectively to ensure high-quality learning. • Use short-term data to inform lesson planning, in order to meet the needs of all pupils. • Mark pupils' classwork and homework in line with school policy and set regular homework. • Assess, record and report on the attendance, progress, development and attainment of pupils, as required. • Provide, and contribute to, oral and written assessments and reports for individual pupils and groups of pupils. • Ensure that the contribution to Reading, Writing, Communication and Maths and Social, Moral, Cultural and Spiritual development are reflected in lesson planning and delivery. • Prepare and update teaching resources as appropriate. • Use a variety of teaching styles that stimulate pupils and enhance their learning experience. • Maintain good discipline, in accordance with school procedures, and encourage good behaviour for learning and high standards of classwork and homework.
Strategic/Operational Planning

• Assist in the development of resources, schemes of work and teaching strategies, both within the subject area and across the curriculum. • Contribute to the objectives in the departmental development plan. • Plan and teach well-structured lessons that meet the needs of the pupils. • Contribute to the design and implementation of an engaging curriculum within the relevant subject area.
Curriculum Provision
• Assist the Head of Department/Second in Department in ensuring that the subject area provides a range of teaching and learning experiences in line with the school's strategic objectives. • Assist in the process of curriculum development to ensure the continued relevance to the needs of students, examining and awarding bodies and the school's mission and strategic objectives.
Staffing
• Take part in the school's staff development programme by participating in further training and professional development. • Continue own professional development in the relevant areas, including subject knowledge and teaching methodology • Engage actively in the appraisal process. • Ensure the effective/efficient deployment of classroom support and resources. • Work as a member of a designated team and contribute positively to effective working relations.
Quality Assurance
• Contribute to the process of monitoring and evaluation of the curriculum area/department in line with agreed school procedures, including evaluation against quality standards and performance criteria, and to modify and implement, where required • Review methods of teaching and schemes of work. • Take part, as required, in the review and development of activities relating to the department and wider school
Management
• Maintain appropriate records and provide relevant accurate and up-to-date information in the school's MIS, i.e. registers, logging of behavioural incidents etc. • Complete the relevant documentation to assist in the tracking of pupil progress. • Track pupil progress and use information to inform teaching and learning. • Assist the Head of Department/Second in Department to identify resource needs and to contribute to the efficient/effective use of resources. • Co-operate with other staff to ensure a sharing and effective usage of resources to the benefit of the school, department and the pupils.
Communication and Liaison
• Communicate effectively with the parents, as appropriate. • Follow agreed policies and protocols for communication
Pastoral System
• Be a Form Tutor • Promote the general progress and well-being of individual pupils and of the Tutor Group as a whole. • Liaise with the Head of Learning to ensure the implementation of the school's pastoral system. • Register pupils, accompany pupils to assemblies, encourage their full attendance at all lessons and their participation in other aspects of school life. • Contribute to the preparation of action plans and progress files and other reports and references. • Alert the appropriate staff to any pastoral issues experienced by pupils. • Communicate, as appropriate, with parents and carers and with persons or bodies outside the school concerned with the welfare of individual pupils, after consultation with the appropriate staff. • Apply the school's behaviour management systems so that effective learning can take place.
School Ethos
• Play a full part in the life of the school community, upholding its values and setting a professional example at all times. • Actively promote all of the school's policies.

- Comply with the school's health and safety policies and undertake risk assessments as appropriate.

Staff will be expected to undertake any duty as specified by School Teachers' Pay and Condition Documents not mentioned above.

Staff are expected to show professionalism at all times

Hebburn Comprehensive School is committed to the safeguarding and well-being of young people. All appointments are made subject to safer recruitment checks, including an enhanced DBS. Please note that online checks are now part of safer recruitment.

