

## Job Description:

### **CLASSROOM TEACHER (MPS)**

#### **GENERIC JOB DESCRIPTION**

##### **Purpose of the Role:**

- To carry out the professional duties of a teacher as circumstances may require and in accordance with the school's policies under the direction of the Headteacher.

##### **Core Requirements of the Post:**

In fulfilling the requirements of the post, the teacher will need to demonstrate essential professional characteristics, and in particular will:

- Inspire trust and confidence in pupils and colleagues.
- Engage and motivate pupils.
- Improve the quality of pupils' learning.
- Contribute to school improvement, development planning and promote the learning priorities of the school.
- Implement school policies.
- Use the performance management process to advance pupil learning and enhance professional practice in line with the school's aspirations and priorities.
- Promote the ethos of the school.

##### **Main Responsibilities, Tasks and Duties:**

###### **a) Planning, Teaching and Class Management:**

Teach allocated pupils by planning their teaching to achieve progression of learning through:

- Identifying clear learning objectives and specifying how they will be taught and assessed.
- Setting tasks which challenge pupils and ensure high levels of interest.
- Setting appropriate and demanding expectations.
- Setting clear targets, building on prior attainment.
- Identifying SEND or very able pupils.
- Providing clear structures for lessons maintaining pace, motivation and challenge.
- Making effective use of assessment and ensure coverage of programmes of study.
- Ensuring effective teaching and best use of available time.
- Maintaining discipline in accordance with the school's procedures and encouraging good practice with regard to punctuality, behaviour, standards of work and homework.
- Using a variety of teaching methods to:
  - I. match approach to content, structure information, present a set of key ideas and use appropriate vocabulary;

- II. use effective questioning, listen carefully to pupils, give attention to errors and misconceptions;
- III. select appropriate learning resources and develop study skills through library, I.C.T. and other sources.

- Ensuring pupils acquire and consolidate knowledge, skills and understanding appropriate to the subject taught.
- Evaluating own teaching critically to improve effectiveness.
- Ensuring the effective and efficient deployment of classroom support.
- Taking account of pupils' needs by providing structured learning opportunities which develop the areas of learning identified in national and local policies and particularly the foundations for literacy and numeracy;
- Encouraging pupils to think and talk about their learning, develop self control and independence, concentrate and persevere and listen attentively;
- Using a variety of teaching strategies which involve planned adult intervention, first-hand experience and play and talk as a vehicle of learning

**b) Monitoring, Assessment, Recording, Reporting:**

- Assess how well learning objectives have been achieved and use them to improve specific aspects of teaching.
- Mark and monitor pupils' work and set targets for progress.
- Assess and record pupils' progress systematically and keep records to check work is understood and completed, monitor strengths and weaknesses, inform planning and recognise the level at which the pupil is achieving.
- Undertake assessment of pupils as requested termly and use quantitative data to improve outcomes for all children.
- Prepare and present informative reports to parents.

**c) Curriculum Development:**

- Have a significant responsibility for an aspect of the school's work and develop plans which identify clear targets and success criteria for its development and/or maintenance.
- Contribute to whole school's planning activities.

Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified. Employees will be expected to comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this job description.

It should be noted that all members of staff are expected to play a full part in the school's pastoral system. An ability and willingness to contribute to the wider life of the school would be a further recommendation.

The school is strongly committed to the professional development of its entire staff and there is a well structured programme in place.

## Requirements for the post:

<b>Skills and Abilities</b>	<b>Essential</b>	<b>Desirable</b>
The ability to collaborate effectively and efficiently with school teams and work with other professionals and agencies	✓	
Communication skills, oral, written and presentational	✓	
Ability to carry out well planned, organised and innovative lessons	✓	
Proficiency in the use of ICT and the software programmes used in schools		✓
The ability to contribute to establishing, maintaining and developing positive behaviour, good order and assertive discipline in the classroom	✓	
The ability to use information and data for purposes of recording, monitoring, evaluation and reporting	✓	
<b>Knowledge</b>		
Relevant (to be agreed) subject and/or curriculum knowledge, understanding and expertise	✓	
The ability to contribute to curriculum development and innovation across a year group	✓	
How to direct and supervise support staff in class	✓	
How children and young people learn, develop and progress through life stages and events	✓	
How ICT can be used effectively to motivate children to learn	✓	
How to plan, deliver, monitor and evaluate lessons and learning as part of the school curriculum	✓	
Health and safety practice and the role of the individual in promoting and safeguarding pupil and staff welfare	✓	
How to promote and contribute to the implementation of equalities and inclusion policies in school	✓	
<b>Qualifications and Experience</b>		
Qualified Teacher Status	✓	
Successful teaching experience	✓	
Evidence of continuing professional development		✓