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| **Position** | Temporary Teacher 0.8 (negotiable) |
| **Initial appointing department(s):**  | English  |
| **Reporting to:** | Head of Faculty and Senior Leadership Team |
| **Liaising with:** | Senior Leadership Team, Heads of Faculty, Heads of Year, Academy staff, parents/carers and external agencies and partners.  |
| **Date of issue** |  |

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| **PURPOSE OF THE POST** |
| 1 | To support and promote the values and expectations of the Academy. |
| 2 | To secure teaching that leads to outstanding learning and progress for all. |
| 3 | To secure strong progress amongst all groups of students. |
| 4 | To provide a high standard of pastoral care for students through tutoring and mentoring. |
| 5 | To work with colleagues to develop and sustain a high performing curriculum team. |
| 6 | To contribute to the wider objectives of the Academy through the provision of extra-curricular activities. |
| **MAIN AREAS OF RESPONSIBILITY** |
| 1 | **Promoting Academy Ethos**1. To promote learning for learning’s sake.
2. To ensure teaching leads to outstanding learning and progress for all.
3. To create relationships based on mutual respect.
4. To be an effective contributor to the team.
5. To manage and actively engage in your own professional development and performance management process.
6. To carry out any other duties which may reasonably required by the Headteacher.
7. To set and maintain high standards of dress, behaviour and expectations.
8. To contribute to the smooth running of the Academy by fulfilling duties, supporting colleagues, challenging behaviour and upholding the Academy rules within and outside of the classroom.
9. To adhere to the principles of safeguarding and follow national and local policies.
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| 2 | **Curriculum and Planning**1. To develop and maintain subject knowledge and understanding of teaching skills.
2. To plan highly effective lessons, schemes of work and contribute to curriculum development.
3. To review own lessons and effectiveness of own planning.
4. To contribute to other research and developmental projects.
5. To plan with SEND staff to meet the needs of individual students.
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| 3 | **Teaching and Learning**1. To fully implement all Academy policies and procedures.
2. To make effective use of resources, including ICT.
3. To take part in peer skill exchanges, observations, coaching and mentoring.
4. To ensure all students can engage and achieve in lessons.
5. To maintain the professional standards for main scale teachers as set out by the Department of Education.
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| 4 | **Standards, Achievement and Assessment**1. To ensure students make outstanding progress.
2. To implement all actions following reviews of student progress.
3. To fully implement the Academy policy and procedures to a high standard.
4. To plan for assessment for learning in every lesson.
5. To ensure goal setting is accurate.
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| 5 | **Care, support and guidance** 1. To lead a tutor and mentor group adhering to Academy procedures and expectations.
2. To develop positive can do attitudes within students, encouraging high aspirations and ensuring all students make exceptional progress.
3. To be aware of and implement when necessary, the Academy’s Child Protection procedures and commit to keeping all children safe in education.
4. Play an active role in the Year Team.
5. Deliver high quality and structured tutorial programme including PHSCE delivery.
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| 6 | **Liaison**1. To work closely, courteously and professionally with all Academy colleagues including adhering to deadlines set by other colleagues.
2. To work collaboratively with the Academy community to develop ideas, opportunities for students and best practice.
3. To form effective relationships with parents and Academy stakeholders.
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| 7 | **Organisational Priorities and Issues**1. To contribute to work streams identified within the Academy Development Plan.
2. To adhere to procedures relating to Data Protection.
3. To use email and other forms of communication in line with procedures.
4. Attend and participate in the Open Evenings and other Academy events within ‘Directed Time’.
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| **This job description is current at the date shown but in consultation with you, it may be changed by the Headteacher to reflect or anticipate changes in the role commensurate with the grade and job title.**  |