



Trainee Teacher Job Description

Job Title	Trainee Teacher	Travel Required	Yes
Core purpose			
<ul style="list-style-type: none"> To engage with the training process to develop and learn to deliver high quality lessons that meet the educational needs of the children, ensuring outstanding learning and teaching To successfully meet the conditions of the IFT course for the award of QTS 			
Key Accountabilities			
Planning, teaching & class management			
<ul style="list-style-type: none"> To identify clear teaching objectives and learning outcomes, with appropriate challenge and high expectations with a clear vision on assessment criteria. Contribute to curriculum development and diversification in the subject area. Deliver lessons which enrich and engage all students. Set appropriate and demanding expectations. Setting clear targets and building on prior attainment. Maintaining discipline in accordance with the school's procedures and encourage good practice with regard to punctuality, behaviour, standards of work and homework. Make effective use of resources to support learning and teaching. Reflection on own teaching practice to ensure development of teaching. Ensuring the effective and efficient deployment of classroom support. Encourage students to think and talk about their learning, develop independence and take pride in their work. Have a regard to the curriculum for the school, with a view to promoting the development of the abilities and aptitudes of the students in any class or group assigned. Evaluate own teaching critically to improve effectiveness 			
Pastoral			
<ul style="list-style-type: none"> Work collaboratively with support teams to ensure that all students receive the support they need to achieve their potential. Make records of and reports on the personal and social needs of students. Communicating and consulting with the parents, carers and external agencies. Participating in meetings arranged for any of the purposes described above. 			
Monitoring, assessments and reports			



<ul style="list-style-type: none"> ● Assess how well learning objectives have been achieved and use them to improve specific aspects of teaching. ● Meet and discuss as required students' performance progress and attainment with parents or carers. ● Mark and monitor students' work and set targets for progress.
Other Professional Requirements
<ul style="list-style-type: none"> ● Knowledge of teachers' standards, professional duties and legal liabilities ● Establish effective working relationships and act as an exemplary role model. ● Endeavour to give every child the opportunity to reach their potential and meet high expectations. ● Take responsibility for professional development. ● Work as a member of a strong staff based team to contribute effectively to working relations within the school.
Further training and development
<ul style="list-style-type: none"> ● Reflect and review own teaching and progress. ● Work with the trainee mentor and other colleagues to identify clear teaching objectives, content, lesson structures and sequences appropriate to the students being taught.
Staff meetings
<ul style="list-style-type: none"> ● Participating in meetings at the school which relate to the curriculum or administration and organisation of the school, including pastoral arrangements.
Administration
<ul style="list-style-type: none"> ● Participating in administrative and organisational tasks related to such duties as outlined above, including the direction or supervision of persons providing support for teachers within the school. ● Attending assemblies. ● Registering the attendance of all children.
ITT Programme
<ul style="list-style-type: none"> ● Completion of teaching experience to meet the minimum level of practice as defined in the Teachers' Standards by the end of the training programme ● High level of attendance (95%) and punctuality for all elements of the course ● Submission of assignments, assessment point documentation and ITT documents ● Completion of all written assignments within the given timeframe ● Receive and reflect on feedback from mentors and programme leads in order to develop practice ● Be accountable for ITT programme expectations
Accountable to
<ul style="list-style-type: none"> ● Headteacher for day to day performance ● Hub leads for ITT programme requirements ● IFT expects its trainees to work flexibly with the framework of the duties and responsibilities above. This means that the trainee may be expected to carry out work that is not specified in the job profile but which is within the remit of the duties and responsibilities.
Safeguarding



GLF Schools and Inspiring Future Teachers is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff and volunteers to share this commitment. The successful candidate will have to meet the person specification and will be required to apply for a DBS disclosure. We particularly welcome applicants from under- represented groups including those based on ethnicity, gender, transgender, age, disability, sexual orientation or religion.