

## Teacher Job Description

*This Academy is committed to safeguarding and promoting the welfare of children and young people and requires all staff to share this commitment.*

As a Main Pay Range teacher you are required to be competent in all elements of the Teacher Standards, to discharge the Teachers Responsibilities as set out in Part 6 Contractual Framework for Teachers of the Academy Teachers Pay and Conditions Document 2013, and as may be amended by subsequent Documents, and to act in accordance with the Academy's ethos, policies and practices, under the direction of the Principal:

### 1. Teaching

- 1.1 Plan and teach lessons and sequences of lessons to the class(es) you are assigned to teach within the context of the Academy's plans, curriculum and schemes of work in order to achieve target levels of student attainment, progress. and outcomes;
- 1.2 Assess, monitor, record and report on the learning needs, progress and achievements of assigned students.
- 1.3 Set and mark work to be carried out by the student in the Academy and elsewhere;
- 1.4 Participate in arrangements for preparing students for external examinations.

### 2. Whole Academy organisation, strategy and development

- 2.1 Contribute to the development, implementation and evaluation of the Academy's policies, practices and procedures in such a way as to support the Academy's values and vision.
- 2.2 Work with others on curriculum and/or student development to secure co-ordinated outcomes.
- 2.3 Supervise and so far as practicable teach any students where the person timetabled to take the class is not available to do so. (You will only rarely be required to provide such cover in circumstances that are not foreseeable).

### 3. Health, safety and discipline

- 3.1 Promote the safety and well-being of students in accordance with the Academy's Child Protection and other relevant policies.
- 3.2 Maintain good order and discipline among students in accordance with the Academy behaviour policy.

### 4. Management of staff and resources

- 4.1 Direct and supervise support staff assigned to you and, where appropriate, other teachers.
- 4.2 Contribute to the recruitment, selection, appointment and professional development of other teachers and support staff.
- 4.3 Deploy resources delegated to you in accordance with Academy policies.

### 5. Professional development

- 5.1 Participate in arrangements for the appraisal and review of your own performance and, where appropriate, that of other teachers and support staff.
- 5.2 Participate in arrangements for your own further training and professional development and, where appropriate, that of other teachers and support staff including induction.

### 6. Communication

6.1 Communicate with students, parents and carers in accordance with the Academy ethos, policies and practice.

### 7. Working with colleagues and other relevant professionals

7.1 Collaborate and work with colleagues and other relevant professionals within and beyond the Academy.

7.2 Participating in administrative and organisational tasks, including the direction or supervision of persons providing support for the teachers in the Academy, which require the exercise of your professional skills and judgment.

### 8. Fulfil wider professional responsibilities

8.1 Make a positive contribution to the wider life and ethos of the Academy;

Specific details of the accountabilities (eg the allocated curriculum and/or student development accountability under paragraph 2.2 above) should be recorded below and reviewed annually by the appraiser.

Paragraph	Specific Additional Accountabilities

This job description and related documents provides the standards and framework for Performance Management Objectives for a Main Pay Range Teacher which will be set under the Academy's Appraisal Policy before, or as soon as practicable after, the start of each appraisal period. The objectives set will be Specific, Measurable, Achievable, Realistic and Time-bound and will be appropriate to the teacher's role and level of experience. The appraiser and appraisee will seek to agree the objectives but, if that is not possible, the appraiser will determine the objectives. Objectives may be revised if circumstances change. The objectives set for each teacher will, if achieved, contribute

to the Academy's plans for improving the Academy's educational provision and performance and improving the educational opportunities of students at that Academy.

### Person Specification

We are looking to appoint an outstanding teacher and one who would be expected to teach across all age ranges and abilities. The ability to offer teaching at Key Stage 5 is desirable but not essential.

You will be expected to contribute to the continued development of the Department's curriculum, particularly in light of changes to the Key Stage 4 curriculum. You should be able to communicate effectively with students and colleagues as well as having good organisational skills.

You should be a reflective practitioner, interested in developing your practice and trying out new strategies in your teaching. You will already be, at least, a fairly good user of ICT, and happy to learn more. Above all, we wish to appoint an imaginative and enthusiastic teacher, who will be keen to work alongside a team determined to create an excellent department.

It is important that students have the opportunity to extend their interest and enthusiasm for the subject by taking part in extra curricular activities, visits and competitions. We would welcome any contributions you could make to these activities at Neale-Wade Academy.

You will have a passion for working with young people and you will relish the satisfaction that comes from helping them to develop and to learn. The successful candidate will be an important part of the department and can expect the support needed to develop his/her career further.

### Person Specification

	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> <li><input type="checkbox"/> Relevant 'A' Levels (or equivalent) and Degree.</li> <li><input type="checkbox"/> Qualified Teacher Status</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Good honours degree (2.1 or better).</li> <li><input type="checkbox"/> Ability to teach more than one subject.</li> <li><input type="checkbox"/> Ability to teach Key Stage 5.</li> </ul>
Experience	<ul style="list-style-type: none"> <li><input type="checkbox"/> Relevant teaching experience or teaching practice.</li> <li><input type="checkbox"/> Experience of working with students with a wide range of ability</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Currently working or training in UK state secondary school.</li> <li><input type="checkbox"/> Relevant 'life experience' e.g. time working in business or industry.</li> </ul>

Knowledge and understanding	<ul style="list-style-type: none"> <li><input type="checkbox"/> The theory and practice of providing effectively for the individual needs of all children (e.g. classroom organisation and learning strategies);</li> <li><input type="checkbox"/> Statutory National Curriculum requirements at the appropriate key stage;</li> <li><input type="checkbox"/> The monitoring, assessment, recording and reporting of students' progress;</li> </ul>	
	<ul style="list-style-type: none"> <li><input type="checkbox"/> The statutory requirements of legislation concerning Equal Opportunities, Health and Safety, SEN and Child Protection;</li> <li><input type="checkbox"/> The positive links necessary within school and with all its stakeholders;</li> <li><input type="checkbox"/> Effective teaching and learning styles.</li> </ul>	
Skills	<ul style="list-style-type: none"> <li><input type="checkbox"/> Ability to use innovative, active teaching methods</li> <li><input type="checkbox"/> Ability to use ICT as a learning/admin tool</li> <li><input type="checkbox"/> Effective communication skills, written and verbal</li> <li><input type="checkbox"/> Good organisational skills</li> </ul>	Commitment to offering effective extra-curricular activities.
Personal Characteristics	<ul style="list-style-type: none"> <li><input type="checkbox"/> Approachable</li> <li><input type="checkbox"/> Committed</li> <li><input type="checkbox"/> Enthusiastic</li> <li><input type="checkbox"/> Able to motivate self and others</li> <li><input type="checkbox"/> Calm under pressure</li> <li><input type="checkbox"/> Well-organised</li> </ul>	