



## Job Description

### Teacher: Main Scale

<b>POST PURPOSE:</b>	<b>To ensure that outcomes for students are the best they can be. In achieving this you will discharge the professional duties of teachers as described in the latest Pay and Conditions of Service document for Teachers (STPCD) including the current Teachers' Standards.</b>
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<b>RESPONSIBLE TO:</b>	The Headteacher through the Academic Team Leader/Subject Leader
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**You are responsible for:**

#### Leading Teaching and Learning by:

- Setting high expectations which inspire, motivate and challenge students
- Identifying clear teaching objectives, content, lesson structures and sequences appropriate to the subject matter and the students being taught and in line with the school's Teaching and Learning Policy
- Setting appropriate and high expectations for students' learning and behaviour
- Ensuring that work is differentiated to the needs of whole school classes and individual student's needs
- Setting clear targets for students' learning, building on prior attainment and considering each student as an individual
- Using data to identify and plan for groups of students: Gifted and Talented and more able, special educational needs or a disability, Children Looked After and Disadvantaged Students
- Ensuring effective teaching of whole classes, groups and individuals so that teaching objectives are met, challenge is maintained, and best use is made of teaching time
- Using teaching methods which keep students engaged, including stimulating students' intellectual curiosity, effective questioning and response, clear presentation and good use of resources
- Setting high expectations for students' behaviour, establishing and maintaining a good standard of discipline through well-focused teaching and through positive and productive relationships following the school's Consistent Behaviour Management Policy
- Ensuring that students are thoroughly prepared for their internal and external examinations and that all examination coursework is completed and marked according to examination board and departmental criteria and is kept safe and secure at all times
- Providing activities to extend and challenge students and to support preparation for external examinations
- Contributing to students' social, moral, cultural, spiritual and citizenship development
- Demonstrating an understanding of and taking responsibility for promoting high standards of Literacy, articulacy and the correct use of Standard English, whatever your specialism

#### Monitoring and Assessing Student Progress:

- Marking and monitoring students' class and homework by providing constructive oral and written feedback, setting targets for students' progress and planning for student reflection following the school's Marking and Assessment Policies
- Assessing how well learning objectives have been achieved and use this assessment for future teaching
- Maintaining full records of homework, attainment and examinations for students taught
- Producing and analysing teaching group examination predictions and results as requested by the Academic Team Leader
- Providing assessment and report information in a timely manner, in line with school policies and procedures
- Meeting the dates for the completion of Records of Achievement/Assessment Profiles at the appropriate times as issued on the school assessment schedule
- Participating in departmental discussions of student numerical targets and their progress towards these and of the development of strategies to meet the departmental numerical target
- Contributing to the preparation of the Departmental Improvement Plan as appropriate

#### Resources within the Department:

- Contributing to the development of Schemes of Work that contain a wide and varied bank of resources to stimulate student interest and learning
- Selecting and making good use of learning resources to enable teaching objectives to be met
- Ensuring that stock and equipment is well cared for and economically used
- Ensuring that classrooms present a stimulating and tidy environment
- Implementing the school's Health and Safety Policy

#### Professional Development:

