

Job Description

Job Title: Teacher of English

Responsible to: The Faculty Lead— English

Main Purpose

- Carry out teaching duties as appropriate in accordance with the Federation's schemes of work
- To provide all students with a high quality learning programme, through which each individual is able to improve their own performance.
- To demonstrate a high level of expertise in the subject and an understanding of national requirements, as well as assessment criteria and procedures.
- To use baseline information to inform future practice.
- To manage resources effectively and to understand the need to balance subject specific needs with the needs of the whole Federation.

Main Duties and responsibilities

Teaching, setting and supervising work by students

- To teach a class, or classes, sets, groups or individual students, and to set tasks to be undertaken both at school and for homework.

Planning

- To plan and prepare courses, schemes of work and individual lessons, appropriate to the needs, interests, experience and existing knowledge of the students in the class.
- To contribute to curriculum planning.

Marking and recording

- To mark and assess students' work and to record their development, progress and attainment, both at school and elsewhere.
- Set and mark homework assignments in accordance with the published homework timetable and any agreed departmental procedure.



Main Duties and responsibilities (continued)

Discipline and relationships

- To maintain good order, discipline and respect for others among students.
- To promote understanding of the school's rules and values.
- To safeguard health and safety.
- To develop relationships with and between students conducive to optimum learning.

Communication with parents

- To build and maintain co-operative relationships with parents, and to communicate with them on students' learning and progress, drawing attention to special skills and talents as well as to problems or difficulties.

The classroom

- To maintain an attractive and stimulating classroom environment, and to contribute to displays in the school as a whole

Overall policy and review

- To take part in whole-federation reviews of policy and aims.

Reports

- To provide or contribute to oral and written assessments, reports and references, both at the federation and elsewhere, relating to the development and learning of individual students and groups of students.

Review

- To evaluate and review own teaching methods, materials and schemes of work, and to make changes as appropriate.

Professional Development

- To keep up-to-date with current educational thinking and practice, both by study and by attendance at courses, workshops and meetings, and take part in appraisals and reviews.

Any other duties deemed necessary by the Headteacher

This Job Description covers the main duties and responsibilities of the job. Other activities commensurate with this Job Description may from time to time be undertaken by the Job Holder



PERSON SPECIFICATION FOR Teacher of English

Information for candidates: the person specification provides an outline of the experience, skills and abilities we expect the successful candidate to possess. You should match your own skills, experience and abilities to those listed below. Tell us in what way you have carried out the criteria asked for.

	Essential	Method of Assessment
Skills and Abilities	• Ability to teach to KS3 English at GCSE. • Commitment to improving student learning and raising achievement. • Enthusiasm to inspire in students a desire to learn and participate. • Ability to communicate clearly and persuasively. • Well developed inter-personal skills and flexible approaches in using them with staff, students, parents and the wider community. • Interest in innovation in the classroom including interactive whiteboard skills. • Experience and understanding of helping high and low achievers.	AF, I, SM, P
Qualifications and Training	• Appropriate teaching and academic qualifications, including degree and PGCE.	AF, I, SM, P
Experience	• Experience of teaching English across the full age and ability range of an 11-16 school, with proven success. • Experience of curriculum planning, assessment and moderation. • Experience of team work. • Proven record as a teacher whose students reach high standards of learning and achievement. • Able to enthuse, motivate and discipline students. • Experience in the use of ICT in the classroom with the skill to impart that expertise to others. • Successful track record of achieving school improvement in previous posts. • Evidence of continuing professional development (CPD). • Evidence of successfully introducing new ideas and leading educational innovation in current post.	AF, I, SM, P

	Essential	Method of Assessment
Knowledge	• Wide ranging knowledge of current developments in the National Curriculum and its assessment. • Very good knowledge of inclusive curriculum and pastoral approaches to school improvement. • Awareness of current syllabus development. • Specific knowledge of innovative educational approaches which make a difference to student outcomes. • Clear knowledge of the educational challenges facing Aylestone School and of how these will be best met.	AF, I, SM, P
Other Factors	• Enjoy working with children / young adults and the opportunities that this offers them. • Strong personal commitment to inclusive educational aims and policies. • Capacity to be a positive role model who will consistently promote high expectations amongst students and staff. • Strong personal commitment and drive to achieving improved outcomes for all students. • Pro-active and outward looking attitudes to the development of strong links with the wider community. • Willingness to reflect upon his / her experiences in a critical and constructive manner. • Fluency Duty - "The ability to converse at ease with members of the public and provide advice in accurate spoken English as relevant to the role is essential for this job." • Police clearance.	AF, I, SM, P Enhanced DBS Check

