

**Job Title:** Teacher

**Responsible To:** Head of Department

**Key Relationships/** Other department members

**Liaison with:** Head of Year

**Job Purpose:** To monitor and support the overall progress and development

of pupils as a teacher.



**MAIN DUTIES AND RESPONSIBILITIES:**

1. Plan, prepare and deliver lessons to the full age and ability range.
2. Assess pupils’ work in line with whole school and departmental policies.
3. Assist in the development of appropriate syllabuses, resources and schemes of work.
4. Contribute to departmental self-evaluation and improvement plans.
5. Contribute to the school’s extra-curricular provision.



5 Act as a form tutor, and carry out associated duties.



**SPECIAL FACTORS:**



**Subject to the duration of the need, the special conditions given below apply :**

* 1. The postholder may be required to attend, from time to time, training courses, conferences, seminars or other meetings as required by his/her own training needs and the needs of the service.
1. Expenses will be paid in accordance with the Local Conditions of Service.
2. This post is subject to a check being carried out at an Enhanced level by the Criminal Records Bureau regarding any previous criminal record.



**This job description sets out the duties and responsibilities of the post at the time when it was drawn up. Such duties and responsibilities may vary from time to time without changing the general character of the duties or the level of responsibility entailed. Such variations are a common occurrence and cannot themselves justify a reconsideration of the grading of the post.**



**Limehurst Academy is seeking to promote the employment of disabled people and will make any adjustments considered reasonable to the above duties under the terms of the Disability Discrimination Act 1995 to accommodate a suitable disabled candidate.**



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| **Job Title:** | **TEACHER** |  |  |  |  |
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|  |  |  |  |  |  |
| **Qualifications** |  | **Essential** | **Desirable** | **How assessed** |  |
|  | Good Honours degree |  |  |  |  |
|  |  | App/Doc/Ref |  |
|  | Secondary PGCE, or equivalent |  |  |  |
|  |  |  |
|  |  |  |  |
|  |  |  |  |  |  |
| **Experience** |  | **Essential** | **Desirable** | **How assessed** |  |
|  | Proven record of success in teaching across the |  |  |  |  |
|  | age and ability range at secondary level |  |  | App/Int/Ref |  |
|  | Experience of contributing to Department |  |  |  |
|  |  |  |  |
|  | Improvement Plans and Schemes of Work |  |  |  |  |
|  |  |  |  |  |  |
| **Personal Qualities** |  | **Essential** | **Desirable** | **How assessed** |  |
|  | Ambition for self and others |  |  |  |  |
|  |  |  |  |
|  | Genuine concern for others |  |  |  |  |
|  |  |  |  |
|  | Good sense of humour |  |  |  |  |
|  |  |  |  |
|  | Decisive, determined and self-confident |  |  |  |  |
|  |  |  |  |
|  | Integrity, trustworthy, honest and open |  |  | App/Int/Ref |  |
|  |  |  |
|  | Accessible and approachable |  |  |  |  |
|  |  |  |  |
|  | Manages change sensitively and skilfully |  |  |  |  |
|  |  |  |  |
|  | Excellent attendance and punctuality |  |  |  |  |
|  |  |  |  |
|  | Excellent interpersonal skills |  |  |  |  |
|  |  |  |  |



**Skills, Attributes & Knowledge**

* Knowledge of curriculum developments
* Ability to use a variety of teaching and learning strategies
* Skills and knowledge to deal with student safety and behaviour
* Ability to work effectively under pressure
* Ability to prioritise and meet deadlines
* Commitment to continued personal development
* Ability to focus on standards and the belief that all students can succeed given the right opportunity and support
* Demonstrate a commitment to equal opportunities
* A willingness to relate to the local community
* Good ICT skills

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| --- | --- |
| **Essential** | **DesirableHow assessed** |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  | App/Int/Ref |
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**Factors not already covered**

* Must be able to perform all duties and tasks with reasonable adjustment, where appropriate, in accordance with the provisions of the Disability Discrimination Act 1995.

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| **Essential** | **Desirable** | **How assessed** |  |
|  |  | Med |  |
|  |  |  |

**App = Application Form**

**Int = Interview**

**Med = Medical Questionnaire**

**Ref = Reference**