

## Job Description

**Post:** Teacher of Science  
**Department:** Science  
**Grade/Salary:** M1 – UPS3  
**Responsible to:** Head of Science

### Key Accountabilities

- To inspire students to do their best within their subject area with the delivery of well-planned, well considered motivational lessons.

### Values & Ethos

Our values create and underpin our ethos as well as launching well rounded, good young people into society ready to cope with and excel in all that they do. Our values ensure and secure a vibrant community in which to flourish. Central also to all we do, is the encouragement and promotion of aspiration for staff, students and parents. If we all believe we can be the absolute best we can, within and outside our capabilities, then the learning process can't go wrong.



### Values and Behaviour:

All members of staff must act with honesty and integrity; have strong knowledge within their field, keep their knowledge and skills up-to-date and are self-critical; forge positive professional relationships; and work with parents in the best interests of the students in the school.

### Personal and Professional Conduct:

The post holder should conduct themselves professionally at all times, treating students and staff with mutual respect, regardless of personal beliefs, in accordance with Academy policies and practices.



## Key Responsibilities

All teachers work within the statutory conditions of employment set out in the current School Teachers' Pay and Condition document, the responsibilities listed below are not therefore an exhaustive list of what is required. There is also an expectation that all members of staff are using the teaching professional standards to guide their practice and to reflect on their contribution towards whole school issues.

- Be responsible for the quality of teaching and learning of all students who are in the classroom whether it be as a subject teacher or tutor
- Work closely with Assistant teachers in planning lessons where relevant for the students they are there to support
- Signing up to the whole school vision and playing a key role in whole school improvement planning by –
- Contributing to the above systems
- Working in a team
- Attending appropriate professional development
- Meeting deadlines and completing any given tasks to the highest standard possible
- Contributing to the development of schemes of work and policies
- Assisting in the organisation of internal, external exams and coursework
- Keeping up to date with ICT
- Attending timetabled meetings and assisting with working parties
- Keeping abreast of the suitability of courses for all students
- Contribute to the programme of extra –curricular opportunities
- Contribute to parents' meetings, tutorial programme, staff teams, reports and references for students as appropriate.
- Sign up to Health and Safety regulations operating within the school.
- Undertake any other task as may be reasonably requested.
- Present one's self for work in high standards of professional dress and well-being.

## General responsibilities

- To be aware of and work in accordance with the school's safeguarding policies and procedures in order to safeguard and promote the welfare of children, and to raise any concerns relating to such procedures which may be noted during the course of duty
- To produce risk assessments, user manuals or training procedures in line with the Academy's procedures
- To be aware of and adhere to applicable rules, regulations, legislation and procedures e.g. County Council (Equal Opportunities Policy/Code of Conduct), national legislation (Health and Safety, Data Protection)
- To maintain confidentiality of information acquired in the course of undertaking duties for the department
- To be responsible for your own continuing self-development, undertaking training as appropriate
- To attend and contribute to relevant management meetings within the Academy as and when
- To uphold the ethos and standards established within the Academy and contribute to improvement at all levels
- To undertake other duties appropriate to the grading of the post as required
- To attend CPD/INSET when required to do so



## Additional Duties

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- All staff, with the support, of the academy's designated DSL, have a responsibility for providing and safeguarding the welfare of the children and young people.
- To be familiar with and support any health and safety procedures and ensure all duties and responsibilities are discharged in accordance with the academy's health and safety at work policy.

The Job Description above has been reviewed and agreed by me and is a true reflection of the role that I undertake at The Marlborough Science Academy

Signed

Employee

Date

Line manager

Date



# Personal Specification

Under the specific headings below, detail the key requirements for the post-holder to be successful in the role

Attribute	Essential	Desirable
Qualifications and training	<ul style="list-style-type: none"> <li>Degree in relevant subject</li> <li>PGCE in Secondary education</li> </ul>	
Experience	<ul style="list-style-type: none"> <li>Evidence of successful initial experience or teaching</li> </ul>	<ul style="list-style-type: none"> <li>Teaching practice or experience in a comprehensive/wide ability school</li> </ul>
Knowledge and skills	<ul style="list-style-type: none"> <li>Knowledge and understanding of contemporary developments and innovations in teaching within your subject area</li> <li>High level presentational skills in addressing students and parents</li> <li>Excellent organisational and communication skills</li> </ul>	<ul style="list-style-type: none"> <li>Experience of extra curricular involvement</li> </ul>
Personal qualities	<ul style="list-style-type: none"> <li>The desire to be an excellent teacher</li> <li>A creative and innovative thinker</li> <li>Self-motivated and flexible</li> <li>A team player</li> <li>The ability to work hard under pressure, prioritise and meet deadlines</li> <li>Commitment to provide students with an education of the highest standard</li> <li>Commitment to creating an enterprise culture in young people</li> <li>Commitment to continued professional development</li> <li>A desire to be actively involved in the development of an academic and innovative department</li> <li>Willingness to be involved in staff teams across the school</li> <li>Awareness and understanding of the nature and needs of a non-selective school</li> <li>The ability to communicate the school's vision in this curriculum area and to introduce strategies to make it a reality.</li> </ul>	<ul style="list-style-type: none"> <li>Commitment to contribute to extra-curricular activities and educational visits</li> </ul>

