

# JOB DESCRIPTION

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| <b>Post Title:</b>   | <b>Teacher Of Drama</b>          |
| <b>Responsible to:</b>   | <b>Director of Creative Arts</b> |
| <b>Purpose of job</b>  |                                  |
| <p>Teachers will be responsible for the academic outcomes of the students they teach. High quality teaching and high expectations are at the heart of Brooke Weston trust, and all teachers will be expected to develop exemplary practice which supports the ethos, values and vision and contributes to the overall life and work of the Academy. Teachers will also be expected to promote and develop social, moral and physical aptitudes in their students and to provide advice and guidance where necessary.</p>   |                                  |
| <b>Learning and Teaching Role</b> <ul style="list-style-type: none"><li>• Plan and prepare schemes of work and develop supporting resources.</li><li>• Provide relevant and purposeful learning opportunities which are differentiated for students of all abilities.</li><li>• Ensure that lessons and resources are well planned and delivered in accordance with relevant Trust policies e.g. teaching and learning, curriculum and assessment.</li><li>• Arrange and promote relevant subject activities which will enhance the learning and motivation of students.</li></ul> |                                  |
| <b>Assessment and Reporting</b> <ul style="list-style-type: none"><li>• Utilise a range of formative and summative assessment techniques to monitor student progress.</li><li>• Mark students work regularly providing clear targets for improvement.</li><li>• Participate in preparing students for public examinations including the accurate assessment of students and the recording and reporting of such assessments.</li><li>• Provide a termly report on the progress and attainment of students in your classes.</li></ul>   |                                  |
| <b>Monitoring and Review</b> <ul style="list-style-type: none"><li>• Contribute to the review and development of the curriculum including the development of programmes of study, teaching materials and the refinement of teaching methods.</li><li>• Participate in the annual Academy review.</li><li>• Participate in the review, development and management of activities relating to the curriculum, organisation and student care arrangements in the Academy.</li></ul>  |                                  |
| <b>Liaison Role</b> <ul style="list-style-type: none"><li>• Communicate and consult with parents of students in relation to their academic progress and any behavioural concerns.</li></ul>  |                                  |

- Attend parents' consultation meetings for the classes for which you have responsibility.
- Co-operate with other members of staff in the department and Academy.

#### **Student Care Role**

- Promote and develop positive relationships with students
- Undertake the role of tutor monitoring and supporting the development of the students in your tutor group.
- Take responsibility for the overall academic performance of students in the tutor group against Academy targets.
- Draft an annual tutor report.

#### **Management and Administration**

- Participate in administrative and organisational tasks as required by the role.
- Attendance at assemblies and tutor time.

#### **Collegiate Role**

In addition to the specific responsibilities of this post, every member of staff at Corby Business Academy will commit to:

- ✓ *Providing a courteous and efficient service to students at all times.*
- ✓ *Using their influence with other staff and students to promote high standards of behavior and order within the Academy.*
- ✓ *Working to maintain the Academy at the forefront of educational practice.*
- ✓ *Fostering and sustaining a culture of independence and creativity in all aspects of the Academy's operation.*

#### **Performance Management**

All staff will participate in Corby Business Academy's PDD cycle as outlined in the Academy's pay and CPD policies.

#### **Role Review**

This job description sets out the main duties of this post at the time of drafting. It cannot be read as an exhaustive list. It may be altered at any time in consultation with the post holder subject to the Principal's approval.

*Care and respect for others are the values that lie at the heart of our Trust. The Brooke Weston Trust is an Equal Opportunities employer and is committed to safeguarding and promoting the welfare of young people. It expects all staff to share this commitment. All posts working with children and young people will be subject to an enhanced disclosures barring service check.*