

Batley Multi Academy Trust - Job Description

Trust/School Post:	Batley Grammar School
Department:	English
Post:	Teacher of English
Grade:	ECT/MPS/UPR
Accountable to:	Director of Learning for Communications
Responsible for:	N/A
Purpose of Job	
Teacher of English who is learner centred and a collaborative practitioner teaching English at KS3 and KS4 across the ability range.	
Responsibilities	
<p>Key Duties and Responsibilities</p> <ul style="list-style-type: none"> ● Promote the overall aims, objectives and policies of the department as outlined in the relevant handbook and schemes of work. ● Help learners to think critically, to communicate effectively and to be responsive to the ideas of others. ● Encourage learners to develop their own ideas and to be responsible for their own learning. ● Be aware of the potential and individual needs of learners, ensure that learners know these too and set appropriate learning targets and activities. ● Recognise the need to promote links across the curriculum where appropriate. ● Prepare lessons thoroughly and undertake assessment and evaluation as necessary; use this knowledge of learners' work to inform teaching. ● Maintain progress at KS3 and KS4 and to implement interventions where appropriate. ● Keep appropriate records, write reports and attend Parents' Evenings/ Review Days. ● Attend team meetings and INSET meetings. ● Contribute to schemes of work by sharing ideas, preparing shared material, updating existing material and assuming responsibility for interpreting aims and objectives. ● Be aware of the requirements of public examinations and prepare learners for them. ● Ease learners through transition points. ● Use a wide variety of teaching strategies in order to personalise learning. ● Ensure that professional development is a continuing process; in addition to keeping up-to-date with developments in the specialist subject and wider curriculum skills, e.g. computer literacy, SMSC etc. 	

- Be aware of and adhere to standards of health and safety.

Additional Information

- Undertake any such duties commensurate with the post as directed by the Trust Headteacher/Line Manager.
- As part of the wider duties and responsibilities, the post holder is expected to promote and actively support the school's responsibilities towards safeguarding.
- A good knowledge and understanding of the Data Protection Act 2018 and a willingness and commitment to ensure compliance of this and any associated data-related legislation.
- Develop and maintain an awareness of mental health issues affecting both colleagues and learners and in act in a supportive way that helps others and enables them to be open about any issues affecting them.

Post: Teacher of English

Grade: ECT/MPS/UPR

Please carefully read the notes of guidance enclosed with the application form and provide information to help us decide whether you meet the criteria below.

Qualifications, Skills, Experience	Essential/ Desirable	Method of assessment
Qualified Teacher Status.	Essential	Certificates
Educated to degree level in relevant subject.	Essential	Certificates
Experience of teaching English to Key Stage 3 and 4.	Essential	Application Form
Experience of working successfully with disaffected learners, including those with challenging behaviour.	Essential	Application Form
Experience of working in a cross curricular team.	Essential	Application Form
Experience of improving outcomes for learners.	Essential	Application Form

Performance Attributes <i>Please note, all the following criteria are essential</i>	Method of assessment
Excellent literacy and numeracy skills.	Application Form/ Selection Process
Developed IT skills.	Application Form
Makes a contribution to working flexibly with colleagues within and across the teams and supports others to achieve shared goals.	Application Form/ Selection Process
Organises own workload with minimum supervision and prioritises to meet deadlines and meet the needs of the school/ Trust.	Application Form/ Selection Process
Ability to use a range of problem solving techniques, to think creatively when presented with varied requests and to know when to refer on to colleagues.	Application Form/ Selection Process
Recognises the importance of continued professional development and identifies training needs.	Application Form/ Selection Process
Works with integrity and professionalism.	Application Form

Flexible approach and adapts to change in a positive manner.	Application Form
Resilient and able to work under pressure.	Application Form/ Selection Process