



David Ross Education Trust
Broadening Horizons

JOB DESCRIPTION

Job Title:

TEACHER OF ENGLISH

Location:

CHARNWOOD COLLEGE

Job Purpose:

To be an effective teacher (and tutor) who supports and challenges all students and works effortfully and deliberately to improve outcomes for all.

Background:

The David Ross Education Trust (DRET) is a network of academies with a geographical focus on Northamptonshire, Leicestershire, Lincolnshire, Yorkshire/Humberside and London.

Our aim is to be the country's leading academy chain, committed to delivering the highest educational standards alongside an unrivalled package of sporting and cultural enrichment.

Reporting To:

Head of Faculty

KEY RESPONSIBILITIES

MAIN DUTIES

This Job Description is not a comprehensive definition of the post. Regular discussions will take place to clarify individual responsibilities within the general framework and character of the post, as identified below.

- ★ You are required to carry out the duties as set out in the relevant paragraphs of the current School Teachers' Pay and Conditions document. This post requires you to teach pupils in the 11 to 19 age range and with others outside that age range as required for transition and outreach work.
- ★ In carrying out these duties you will need to work in compliance with all Academy policies and procedures as set out by the Trust and Governing Body and the reasonable direction from colleagues with the relevant position of responsibility.
- ★ You will have the role of Form Tutor, even when a form has not been assigned to you and may be asked to carry out some or all of those duties if required.
- ★ You will continuously evaluate and review your role and propose improvements to this Job Description in the light of experience as part of performance management processes. You will also be required to carry out any other additional duties as might be reasonably required by the Principal.
- ★ To maintain a thorough and up to date knowledge of the teaching of your subject(s) and take account of wider curriculum developments and up-to-date research relevant to your work.
- ★ To plan lessons/activities/tutorials and sequences of lessons to meet the needs of your classes and the individual students in them.
- ★ To use a range of appropriate strategies and follow Academy policies for teaching/tutoring, behaviour management and classroom management
- ★ To do all you can to safeguard and promote the welfare of students in the Academy
- ★ To set ambitious and well-grounded consistent expectations for groups and classes using both quantitative and qualitative sources of information.
- ★ To assess, monitor and record the progress of students in your teaching (and tutorial groups) and give them clear and constructive feedback.
- ★ To do all you can to ensure that, as a result of your teaching (and tutoring), your students achieve well.
- ★ To take responsibility for your own professional development to improve your teaching (and tutoring) and your students' learning
- ★ To make an active contribution to the policies, aspirations and plans of your Department and the Academy.

MAIN AREAS OF RESPONSIBILITY AND ACCOUNTABILITY

High standards of teaching and learning

- ★ Deliver high quality learning experiences for students through effective enactment of the curriculum.
- ★ Be responsible for developing your own teaching through academy/Trust CPD and evidence informed research.
- ★ Maintain a good climate for learning by consistently using the academy routines and expectations and demonstrating a high positive regard for all students at all times.
- ★ Maintain appropriate high expectations for all.

Performance Management

- ★ Actively engage with your own performance management process.

Knowledge/skills/expertise

- ★ Strong subject knowledge in the subject you are teaching
- ★ Up to date knowledge – subject, national, pedagogy, classroom management, research/inspection findings
- ★ Good level of ICT skills

Academy level

- ★ Contribute to the spiritual, moral, social and cultural development of students
- ★ Be a dedicated form tutor and a champion for your tutees.
- ★ Support school ethos and policies
- ★ Liaise with pastoral staff to support students.
- ★ Liaise with parents as appropriate
- ★ Organisational skills
- ★ Support, guide and motivate team members and support staff
- ★ Work openly and collegiately towards the Academy's shared culture and vision.
- ★ Develop and maintain positive relationships with their staff and parent/carers.

OTHER

- ★ Operate at all times within the stated policies and practices of the school.
- ★ Establish effective working relationships and set a good example through their presentation and personal and professional conduct.
- ★ Contribute to the ethos of the school through effective participation in meetings and management systems necessary to coordinate the management of the school.
- ★ To make an active contribution to the policies, aspirations and plans of your Department and the Academy.

PERSON SPECIFICATION

Your application will be reviewed against the essential and desirable criteria listed below.

Applicants are strongly advised to explicitly state and evidence how they meet each of the essential (and desirable) criteria in their application.

	Essential	Desirable
Qualifications and Professional Development		
★ A good degree in a specialist subject teaching qualification.	✓	
★ Nationally recognised teaching qualification.	✓	
Knowledge, Skills and Experience		
★ The skills, knowledge and understanding necessary to teach across Key Stages 3, 4 and 5	✓	
★ To recognise all teachers can get better and consciously work to improve.	✓	
★ Understanding of current curriculum issues in relation to teaching subject/s.	✓	
★ Able to effectively and appropriately use resources to enact the curriculum well.	✓	
★ Be flexible and responsive to a changing environment	✓	
★ Contribute to whole school initiatives	✓	
★ Committed to working co-operatively with young people; able to communicate sensitively and effectively, in a manner that shows high positive regard	✓	
★ Able to communicate effectively with all stakeholders, representing the Academy positively and feedback information as appropriate	✓	
Professional Development		
★ Able to seek and understand development opportunities for self and others	✓	
★ Committed to own professional development	✓	
★ Willing to contribute to the professional development of others	✓	
Attitude and Motivation		
★ Self-motivated, enthusiastic and prepared to work hard, within limits necessary to maintain the Academy's Family First ethos	✓	
★ Honest and open	✓	
★ Good organisation and time management skills	✓	

Equal Opportunities		
★ A commitment to promoting equality and diversity, providing an inclusive and co-operative environment in which all students and individuals working for and on behalf of the organisation feel respected and able to give of their best.	✓	
Safeguarding		
★ Committed to promoting the welfare of all children and creating a safe environment in which children can learn; considering, at all times, what is in the best interests of the child.	✓	
★ Play an important part in the wider safeguarding of children - identifying concerns, sharing information and taking prompt action to safeguard and protect them.	✓	
★ Aware that the Trust will take all steps to prevent those who pose a risk of harm from working with children. Recruitment procedures ensure rigour in identifying and rejecting people who might abuse children.	✓	
Health and Safety		
★ Aware of Health & Safety and Safeguarding as appropriate to role	✓	

Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified.

The duties of this post may vary from time to time without changing the general character of the post or level of responsibility entailed.

The Academy will endeavour to make any necessary reasonable adjustments to the job and the working environment to enable access to employment opportunities for disabled job applicants or continued employment for any employee who develops a disabling condition.

This Job Description is current at the time of printing but will be reviewed on an annual basis and, following consultation with you, may be changed to reflect or anticipate changes in the job requirements which are commensurate with the job title and grade.

The David Ross Education Trust is committed to safeguarding and promoting the welfare of children and applicants must be willing to undergo vetting appropriate to the post, including a social media presence check and Enhanced DBS check. The successful applicant will be expected to adhere to all safeguarding, welfare and health and safety policies and procedures of the Trust.

All pre-employment checks are in line with "Keeping Children Safe in Education" statutory guidance.