



The Ridgeway School & Sixth Form College

Job Description

Job Title:

Teacher of English

Date Prepared:

January 2012

Role reports to (Job Title):

Faculty Leader of English

Working Time:

Full time as specified in STPCD

Salary Grade:

Classroom Teachers' Pay Scale

Post Purpose

To inspire learners to make progress and achieve their best

Why this post is important?

You have a direct responsibility for the implementation of the school's vision for teaching and learning.

Leading Inspirational Learning:**Strategic Direction**

Developing positive and empowering relationships with students
Engaging in experiential learning which engages students, ensures progress and inspires learners

Your responsibilities include:

- Inspiring young people to achieve their best through positive relationships
- Creating a positive physical and emotional learning environment. eg. through, displays, encouragement, praise and confident delivery
- Ensuring high expectations of students' work and behaviour
- Understanding students' learning needs and differentiate the learning activities to maximise student progress and enable a minimum of 3 levels progress
- Building and nurturing self-esteem and confidence
- Reflecting upon and modifying practice in order to improve student outcomes
- Creating stimulating learning opportunities for students and encourages them to take risks and develop a 'can-do' approach
- Uses examples from the world of work and the world around us to make learning more purposeful
- Enabling students to make links, patterns and connections with subjects across the curriculum

Where practice is excellent you would be:

- Motivating students to do things they didn't believe possible
- Regularly seeing 'light-bulb moments'
- Challenging students to ensure each one makes significant progress
- Creating a genuine excitement for learning –a sense of awe and wonder
- Share their practice with others – experiment, creative, and innovative ideas

What sort of support can you expect?

Your Faculty Leader will provide personal development opportunities and give feedback from learning walks and lesson observations.

Leading Inspirational Teaching:**Strategic Direction**

Embrace a full range of teaching styles

Your responsibilities include:

- Using student targets to map learning to student ability levels of individuals and groups
- Developing inspirational learning resources and contributing to the development of Faculty Schemes of work
- Using a range of methodology
- Reflecting upon how personal communication and delivery can be improved
- Incorporating new approaches

Where practice is excellent you would see:

- Student voice/student input in to lesson improvement
- Others regular visiting your lessons for ideas
- Your ideas updating the faculty SOWs

What sort of support can you expect?

Your Faculty Leader will provide personal development opportunities and give feedback from learning walks and lesson observations.

Maximising Student Progress:**Strategic Direction**

To ensure that all students make good progress through tracking and appropriate intervention strategies

Your responsibilities include:

- To engage appropriate support where additional educational needs exist
- Ensuring the maintenance of accurate and up-to-date information on SIMs.
- Assisting in analysing and evaluating performance data. Ensuring effective communication with the parents of students in your lesson
- Monitor student progress and be alert to trends and patterns
- Regularly liaise with faculty leaders, pastoral leaders and with parents
- Develop focused intervention strategies

Where practice is excellent you might:

- Take the lead in mentoring small groups of underachieving students. Manage the creation of mentoring resources

What sort of support can you expect?

Your Faculty Leader will review your data analysis and identify areas for further improvement. They will facilitate data support training opportunities.

Managing Resources:**Strategic Direction**

Improving teaching and learning through improving resources for staff and students

Your responsibilities include:

- Contributing towards the development of team resources
- Assisting the team leader in identifying resource needs and contributing to the effective use of physical resources. Co-operating with other departments to ensure effective sharing of resources to maximise student benefit. Managing relevant support staff.

Where practice is excellent you might:

- Create a bank of model lesson plans which can be used by cover supervisors and other staff.
- Create innovative measures which reduce departmental and school expenditure.

What sort of support can you expect?

Your Faculty Leaders will encourage the creation and sharing of resources and discuss appropriate planning of resources.

Developing the school and community culture:**Strategic Direction**

Contribute to the development of the school ethos 'A caring and vibrant learning community where everyone's achievements are valued'

Your responsibilities include:

- Ensuring that there is good behaviour management in your curriculum area including high standards of classroom management and effective implementation of the school's discipline system
- Implementing school policies and procedures on equal opportunities, COSHH, etc. Carrying out health and safety risk assessments.
- Developing positive approaches/rewards/ inspired learners

Where practice is excellent you might:

- Take a role in helping develop the practice of others

What sort of support can you expect?

Your Faculty Leaders will encourage personal development and involvement across the whole school.

Job Title:

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Team working:

To ensure that reasonable care is taken at all times for the health, safety and welfare of yourself and other persons, and to comply with the school policies and procedures relating to health and safety and equality of opportunity.

To work co-operatively with colleagues to achieve the aims and objectives of the post and the school.

To participate positively in the implementation of new working methods and practices as required.

Personal Development

To work positively and constructively with the line manager to identify strengths and agree an action plan in relation to development needs, to set these out in a personal development plan which will be reviewed regularly with the line manager.

To be aware of the current national and local issues relating to Education insofar that they affect the post.

To attend Staff meetings.

Contacts and Relationships:

Excellent communication skills to relate well with students and adults.

Headteacher

Governors

Contractors

Staff

Students

Parents/ guardians

Visitors to the school

Other Specific Duties:

- To continue personal development as agreed
- To engage actively in the performance review process
- To comply with the school's health & Safety policy and undertake risk assessments as appropriate.

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

Employees will be expected to comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this job description.

Employees are expected to be courteous to colleagues and provide a welcoming environment to visitors and telephone callers.

The school 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.

The Ridgeway School is committed to safeguarding and promoting the welfare of children and expects all staff to share this commitment. All staff share in the responsibility of safeguarding our students and must take responsibility for passing on any concerns they may have about a student's welfare or safety to the Designated Child Protection Officer or her Deputy on the same day as the information is received.

Signature: (Teacher)	
Print Name:	Date:
Signature: Headteacher	
Print Name:	