



Teacher of English

Salary: M1-U3

Line Management

- Post holder will work under the direction and supervision of the Head of English.

Purpose of the Post

- To further the Catholic and Christian ethos and identity of the school by actively promoting and working within the spirit and purpose of the mission statement.
- To inspire pupils in the fields of English Language and English Literature.
- To work closely with colleagues in the English department to ensure that learning and teaching are planned and implemented to secure the academic and social progress of pupils/students
- To focus, with particular reference to the key stage/aspect of work for which responsible, on all pupils/students fulfilling their potential regardless of their background or circumstances; every student matters
- To assist the Head of English in monitoring and evaluating standards, achievements, efficiency and effectiveness in areas of the team's work in the context of whole school policies for improvement
- Within the context identified below, to carry out the professional duties set out in the relevant paragraphs of the **School Teachers' Pay and Conditions Document**

Accountable for:

- ensuring that learning and teaching, within the areas of focus of the post holder, are achieving mainly "cutting edge" practice as in the school learning policy;

- ensuring that assessment, within the areas of focus of the post holder, implements the school policy, so that pupils/students are able to understand assessment and use it as a tool for planning and improvement; and
- ensuring the proper and effective use of school data within the areas of focus of the post holder and supporting the Head of English and the whole team's effort in this.

Responsible for:

- teaching English Language and English Literature, as required, across the whole school;
- participating in developing appropriate syllabuses, teaching-learning materials and schemes of work, as required;
- carrying out a share of administration and supervisory duties in accordance with published schedules;
- monitoring and reporting to parents and others the progress of pupils in allocated classes;
- maintaining discipline in classes allocated to him/her in accordance with the rules and disciplinary procedures of the school;
- promoting the spiritual and moral development of the pupils they teach, with particular attention to the Catholic ethos of the school;
- promoting equal opportunities within the school and seeking to ensure the implementation of the school's equal opportunities policy;
- participating in appraisal arrangements;
- attending appropriate meetings with colleagues and parents, as reasonably directed by the Head of English or Senior Management;
- communicating effectively, orally and in writing;
- prioritising and managing own time effectively, balancing the demands made by teaching, subject development and involvement in school development; and
- achieving challenging professional goals and taking responsibility for professional development

In addition, the post holder

- will be a form tutor as required; and
- will undertake such other duties as, from time to time, may be reasonably assigned by the Headteacher.

Review

This job description does not define in detail all the responsibilities of the post. It will be reviewed at least once each year and may be subject to modification or amendment after consultation with the post holder.

Person Specification: Teacher of English

	Criteria	Essential	Desirable
1.	The candidate can articulate and is willing to actively support the school's Catholic ethos.	x	
2.	The candidate displays empathy for young people and a desire for them to achieve their full potential, both in the subject area and as individuals.	x	
3.	A Degree in English or a closely related subject and /or experience which demonstrates the ability to teach English effectively up to and including A Level.	GCSE	A Level
4.	Evidence of excellent pupil outcomes and achievement at KS3 / KS4 / KS5 and of raising standards in the subject area.	KS3 & KS4	KS5
5.	Enthusiasm for and commitment to the subject, and the ability to enthuse young people's interest in English.	x	
6.	Excellent knowledge of the subject and relevant specifications. and experience of engagement in current best practice in the teaching and learning of English.	x	
7.	Evidence of excellence as a classroom practitioner and the ability and skills to meet the learning needs of pupils of all abilities.	x	
8.	Experience of the effective use of summative and formative assessment, including Assessment for Learning techniques to raise standards.	x	
9.	Evidence of effective analysis and use of data to raise expectations, set targets and track the progress of pupils.	x	
10.	Evidence of understanding and effective involvement in departmental self-evaluation and development planning processes.	x	
11.	Evidence of understanding and experience of the role of Form Tutor and a willingness to contribute to the Pastoral development of pupils.	x	
12.	Excellent ICT skills and evidence of the ability to use ICT in the teaching of the subject as well as in wider professional activities.	x	
13.	Excellent personal, social and organisational skills.	x	
14.	Demonstrate initiative, a strong work ethic and the ability to prioritise and work effectively under pressure and to strict deadlines both independently and as part of a team.	x	
15.	Willing to contribute to and become actively involved in the extra-curricular life of the department and school.	x	

Disclosure and Barring Service (DBS):	This post requires the postholder to have the level of DBS disclosure as indicated below:		
	Standard DBS Disclosure Application	Enhanced DBS Disclosure Application	No DBS Disclosure Application
		X	