

**Job Title:** Unqualified Teacher

**Reporting to:** Head of Department

**Grade:** UQT

### **Overall purpose of the post:**

To carry out the professional duties of a teacher as circumstances may require and in accordance with academy policies, under the direction of the Principal.

### **Main duties and responsibilities:**

- Supervision and progress of students in allocated classes.
- Supervision of work of any classroom support staff during times they are allocated to classes.
- Promoting the achievement of high standards through effecting teaching and learning within subject area(s), preparation, evaluation and action planning.
- Modelling the vision and values of the academy.
- Being part of the team driving the development of the academy.
- Receiving and acting on feedback to build on the strengths and improve personal performance within the academy systems.
- Contributing, where appropriate, to implementing policies and practice and to promote collective responsibility for their implementation.
- Taking into account and constantly reviewing academy contextual factors and prior attainment when planning and teaching lessons.
- Working in a cross-curricular way to support subjects across the academy in the use of active learning approaches to enrich curriculum and skills delivery.
- Recognising, promoting and celebrating diversity.

Develop and sustain DEEP LEADERSHIP across the academy through:

- Be accountable for student progression for allocated classes.
- Be responsible for effective classroom management.
- Co-ordinate class work with any classroom assistant support.
- Develop and sustain knowledge of current educational practices and be responsible for own continuing professional development.
- Evaluate lessons, incorporating students' views and responses in order to reflect and act on strengths and areas for development.

- Aide in co-ordinating events and experiences which support the academy to raise standards.

Develop and sustain DEEP LEARNING across the academy through:

- Work to student targets and ensure that progress is tracked through a range of strategies.
- Take account and review prior attainment when planning and teaching lessons.
- Reflect on the success of teaching strategies, individual lessons and SoW in meeting the needs of students.
- Apply current guidelines on effective learning and teaching.
- Strive to deliver outstanding lessons.
- Deliver interactive lessons with students.
- Provide good quality assessment using formative and summative methods in conjunction with the academy's AfL policy.
- Record test results and ongoing teacher assessments.

Develop and sustain DEEP EXPERIENCE across the academy through:

- Have responsibility for developing and implementing SoW.
- Be responsible for identifying and reporting issues and developing solutions.
- Be responsible for the day to day delivery within subject area, including assessment and reporting process.
- Develop use of ICT within the curriculum.
- Adapt lessons and identify next steps in response to evaluation of student progress.
- Set effective homework and extension work to encourage and enliven student learning.
- Ensure differentiation and personalisation of learning for all students.
- Be aware of the KS2 curriculum and the standards of progression and attainment for KS3 students.
- Co-ordinate displays with regards to events, opportunities and work which promote the Department/Faculty/Academy.

Develop and sustain DEEP SUPPORT across the academy through:

- Take responsibility for upholding standards of behaviour and classroom management within the classroom and the schools environment.
- Promote the consistent and fair use of the Consequences system within the classroom and the academy environment.
- Be the first line of contact for parents and carers concerns with regards to their child's performance and well-being of your classes.
- Perform the duties of a Vertical Mentor Tutor if required, including the provision of information, advice and guidance for students.

### **Additional Responsibilities**

- Deal with any immediate problems or emergencies according to the academy's policies and procedures;
- Respect confidential issues linked to home/students/teacher/academy work;
- Fire Marshall duties in the case of fire and/or emergency evacuation where applicable;
- To comply with the academy's Child Safeguarding Procedures, including regular liaison with the academy's Designated Child Safeguarding Person over any safeguarding issues or concerns;
- To comply with the academy policies and procedures at all times;
- Undertake other reasonable duties (with competence and experience) as requested, in accordance with the changing needs of the organisation.

**Personal Contacts:**

**External:** Contractors, suppliers, parents, external agency professionals, other government and local authority staff, other staff from academies and schools.

**Internal:** Students, staff, Board and Academy Council members, parents and any other visitors to the Academy.