



## **Job Description - Teacher of English**

**Reports To:** Head of English

**Department:** English

**Job Purpose:** To contribute to the school's mission of preparing citizens for the worlds of today and the future through the effective delivery of English.

**Objectives:** To be able to deal with children in an appropriate and effective manner in the delivery of English.

To liaise with and assist other members of staff to enable the school to fulfil its objectives

### **Principal responsibility areas:**

- A** Maintain and develop your knowledge and understanding of your subject.
- B** Maintain, develop and use effective planning, teaching and class management practices.
- C** Monitor, assess, record and report on pupil progress and attainment.
- D** Undertake wider professional obligations and duties to support the school in meeting its mission statement and development objectives.

### **Key Tasks**

- A1 Maintain a thorough and up-to-date knowledge of the teaching of English.
- A2 Maintain knowledge and take account of wider curriculum developments that are relevant to your work.
- B1 Plan lessons and sequences of lessons to meet pupils' individual learning needs and make effective use of prep and other opportunities for learning outside the classroom.

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- B2 Communicate learning objectives clearly to pupils.
  - B3 Use a range of appropriate strategies for teaching and classroom management to maintain high levels of behaviour and discipline and deal promptly and effectively with misbehaviour in accordance with school policies.
  - C1 Monitor and assess pupil progress in accordance with school policy.
  - C2 Use information about prior attainment to set well-grounded expectations for pupils.
  - C3 Record and report on pupil progress and give clear and constructive feedback in accordance with school policies.
  - D1 Take responsibility for your professional development and use the outcomes to improve your teaching and pupils' learning.
  - D2 Make an active contribution to the policies and aspirations of the school and to support the school in its objectives as stated through the mission statement and the school development plan.
  - D3 Establish and maintain effective and co-operative working relationships with individuals and teams of colleagues including associate staff.
  - D4 Take on the role of a Tutor and help oversee the pastoral needs of a group of pupils.
  - D5 Challenge and support all pupils to do their best through inspiring their trust and confidence, engaging and motivating them.
  - D6 Engage in positive action through the use of analytical thinking to improve the quality of pupil learning.
  - D7 Set a good example to the pupils through your presentation and personal and professional conduct.
  - D8 Make a contribution to the school's extra-curricular programme.
  - D9 Organise, manage and accompany school English trips as appropriate.
- Any other tasks that may be reasonably required by the Principal.