



# Crispin School

Aspiration - Compassion - Excellence

## TEACHER OF ENGLISH INFORMATION FOR CANDIDATES

# Job Description

## Teacher of English

<b>Post Title:</b>	Teacher of English
<b>Purpose:</b>	To provide specialist English teaching from Years 7 to 11
<b>Reporting to:</b>	Head of English Faculty
<b>Liaising with:</b>	Headteacher, Deputy Headteacher, Assistant Headteachers, Head of Faculty, Heads of Year, other members of the English Faculty, Teaching Assistants, relevant non-teaching support staff, parents
<b>Working Time:</b>	Full time
<b>Salary/Grade:</b>	MPS / UPS
<b>Disclosure level:</b>	Enhanced
<b>Main (Core) Duties:</b>	

### Teaching:

- To meet the required and appropriate level of performance as detailed in the 'Professional Standards for Teachers'.
- Provide stimulating teaching and learning opportunities both in the classroom and in terms of eLearning.
- Provide a strong environment and culture for learning.
- Ensure own practice is of a high standard and continue to develop your professional skills and knowledge.
- Develop and deliver innovative schemes of learning and assessment in line with new specifications, curriculum requirements and related pedagogy.
- Promote and inspire learning through planning which takes into account the needs and progress of all students.
- Facilitate peer observation and professional dialogue.
- Actively seek student voice / feedback to raise standards.
- Involve Teaching Assistants (TAs) in planning to provide high quality individual support with targeted intervention.

### Achievement and Standards:

- Continually assess student progress.
- Provide students with high quality feedback in order to drive attainment.
- Provide parents with high quality feedback about their child's progress.
- Use available data to plan, review and monitor progress of all students in order to promote rigorous improvement of attainment.
- Promote equality of performance and achievement of all students and student groups.
- Maintain an understanding of developments within teaching practice and methodology and initiatives at a local, national and global level.
- To be aware of general developments in English and to maintain a detailed knowledge of the English curriculum.

### Personal Development and Wellbeing:

- Inspire and support students to develop leadership skills and qualities.
- Establish a positive ethos in the school by promoting and demonstrating high standards.

- Actively encourage and develop the well-being and success of students through tutoring. Act as the 'first port of call' for tutees and their parents.
- Take responsibility for own Professional Development.
- Promote, reinforce and model the school's commitment to safeguarding and promoting the welfare of children and young people and expect all staff to share this commitment.
- Adopt coaching and restorative approaches where relevant.

Other specific duties:

- To play a full part in the life of the school community in implementing its vision, mission and ethos and support staff and students to do likewise.
- To carry out other responsibilities as determined by the Headteacher, following consultation.

A review of the post and its responsibilities will be undertaken periodically and may result in modification to the tasks of the post-holder.

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 required to be courteous to colleagues and students 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.

This job description is current at the date shown, but, in consultation with the postholder, may be changed by the Headteacher to reflect or anticipate changes in the job commensurate with the grade and job title.

## **Person Specification**

### **Teacher of English**

#### **Qualifications**

##### Essential

- Qualified Teacher Status
- Good first Degree in English or a closely related subject or a conversion course

#### **Experience**

##### Essential

- Successful teaching of the full ability range
- Evidence of appropriate, up-to-date CPD
- High level of progress and attainment from students taught

#### **Knowledge and Skills**

##### Essential

- Excellent subject knowledge
- Ability to teach English across the school

- Up to date knowledge of current best practice and curriculum developments
- Able to contribute to, and collaborate with, a forward-thinking team
- Excellent classroom management
- Clear commitment to excellent assessment and feedback
- Ability to work under pressure and meet deadlines
- Ability to relate extremely well to students, colleagues and parents / carers and demonstrate excellent oral and written communication skills
- Ability to use ICT to support learning
- Ability to engage, inspire and foster a love of English

Desirable

- Successful involvement in enrichment activities in English

**Crispin's Values and Ethos**

Essential

- Value the contribution that each individual brings to the school community
- Respect and value diversity and promote equality
- Promote and model mutual respect
- Commitment to the importance of coaching and restorative justice
- Commitment to inclusive education
- Committed to safeguarding and promoting the welfare of children and young people
- Resilience

**Personal Qualities**

Essential

- A passion for teaching English
- An ability and desire to contribute to the full life of the English Faculty
- Willingness to constructively challenge the work of self and others to continually improve own and team performance
- Seek to work collaboratively to resolve conflict
- Enthusiasm to support young people to develop intellectually and personally
- A strong commitment to ongoing professional development
- High degree of emotional intelligence
- Calm under pressure
- Highly organised
- The ability to speak fluent English

Desirable

- Possess an excellent sense of humour
- Potential for future promotion

Headteacher Name		Headteacher Signature		Date	
Colleague's Name		Colleague's Signature		Date	