

## **JOB DESCRIPTION**

**POST: L4LTeacher**

**GRADE: TMS/UPS TLR available for suitably experienced candidate**

**REPORTS TO: Key Stage 3 Leadership Team**

### **Post Summary**

To work as part of the Key Stage 3 Team developing and delivering the Key Stage 3 competency based curriculum model.

- To develop, plan and deliver effective and high quality learning experiences for all students they teach.
- Be accountable for the learning and achievement of all students they teach.
- To liaise with teaching colleagues across the Academy to support strategic development, share good practice and plan collaborative activities.
- To take the lead for their specialist subject area within the L4L curriculum.

### **Duties and responsibilities:**

#### **Teaching and learning**

- Working as part of the Key Stage 3 Team to plan a curriculum which allows Key Stage 3 students to make rapid progress.
- Encourage the development of key skills needed for effective participation in Academy life, social skills, self esteem, confidence and learning skills.
- Teach students a range of subjects through cross curricular themes which do not require specialist teaching areas.
- As part of this process lead on the development of one of our Literacy for Life Themes.
- Act as a tutor to develop students physical, intellectual, emotional and social needs.
- Monitor and intervene when teaching to ensure sound learning and discipline.
- Set high expectations for students' behaviour, establishing and maintaining a good standard through well focused teaching and through positive and productive relationships.
- Carry out teaching duties in accordance with the Academy's schemes of work.
- Liaise with colleagues to deliver units of work in a collaborative way.
- Work with teaching assistants, the SENCO, learning mentors as appropriate.
- Set targets for student attainment levels.
- Set work for students absent from Academy.
- Demonstrate good practice in the teaching areas of responsibility.
- Identify and provide for more able students.

## Assessing and reporting

- Record students' work.
- Regular subject formative assessment.
- Monitoring and tracking of student performance in subjects.
- Maintain lesson evaluations.
- Mark and return work within agreed time span, providing feedback and targets.
- Provide assessment reports to monitor student progress.
- Liaise with parents and attend consultation days and evenings.

## Standards and quality assurance

- Support the aims and ethos of the Academy to maximise the achievement of all.
- Set a good example in terms of dress, punctuality and attendance.
- Meet deadlines where given reasonable notice.
- Attend and participate in open evenings and student performances.
- Uphold the Academy's behaviour code and uniform regulations.
- Participate in staff training.
- Attend team and staff meetings.

## Pastoral

- To act as a tutor for students.
- Management and monitoring attendance of students in their form.
- Contact with parents when necessary.
- Management of attendance within their form.
- To support as effectively as possible the academic and pastoral needs of each student in tutor group.
- To be aware of safeguarding issues and to report concerns where they arise.
- To treat all students equally regardless of religion, ethnicity or gender but to be mindful of the different needs, values and beliefs of different groups.
- To use baseline data to track the overall attainment and achievement of students in your tutor group termly; identify underachievement and work with the Directors of Literacy of Life to ensure intervention strategies are put in place.

**The Shireland Collegiate Academy Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment.**