



TEACHER

REPORTING TO: HEAD OF FACULTY/DEPARTMENT

Overall expectation:

To carry out the professional duties of a teacher as circumstances may require and in accordance with the College's policies under the direction of the Headteacher.

To be an effective professional who demonstrates thorough subject knowledge, can teach and assess effectively, take responsibility for professional development and has students who achieve well.

Expectations as a member of staff at Myddelton College

Planning, Teaching and Class Management

Teach allocated students by planning their teaching to achieve progression of learning through:

- identifying clear teaching objectives and specifying how they will be taught and assessed;
- setting tasks which challenge students and ensure high levels of interest;
- setting appropriate and demanding expectations;
- setting clear targets, building on prior attainment;
- be aware of and make provision for students who have ALN, EAL, more able and talented or who have other particular individual needs;
- providing clear structures for lessons maintaining pace, motivation and challenge;
- making effective use of assessment and ensure coverage of programmes of study;
- ensuring effective teaching and best use of available time;
- maintaining discipline in accordance with the College's procedures and encouraging good practice with regard to punctuality, behaviour, standards of work and prep;
- using a variety of teaching methods to:
 - i. match approach to content, structure information, present a set of key ideas and use appropriate vocabulary
 - ii. use effective questioning, listen carefully to students, give attention to errors and misconceptions
 - iii. select appropriate learning resources and develop study skills through 21 CLD, library, device use and other sources;
- ensuring students acquire and consolidate knowledge, skills and understanding appropriate to the subject taught;
- evaluating own teaching critically to improve effectiveness;
- ensuring the effective and efficient deployment of classroom support;
- liaise with the Head of Faculty/Head of Department/Subject Leader to ensure the implementation of whole College/Faculty policy and best practice.

Monitoring, Assessment, Recording, Reporting

- assess how well learning objectives have been achieved and use them to improve specific aspects of teaching;
- mark and monitor students' work and set targets for progress;
- assess and record students' progress systematically and keep records to check work is understood and completed, monitor strengths and weaknesses, inform planning and recognise the level at which the student is achieving;
- undertake assessment of students as requested by examination bodies, Faculty and College procedures;
- prepare and present informative reports to parents;
- undertake assessment of students and participate in the College's system of reporting to parents.

Curriculum Development

- Have lead responsibility for a subject or aspect of the College's work and develop plans which identify clear targets and success criteria for its development and / or maintenance;

Other Professional Requirements

- have a working knowledge of teachers' professional duties and legal liabilities;
- operate at all times within the stated policies and practices of the College;
- know subject(s) or specialism(s) to enable effective teaching;
- take account of wider curriculum developments;
- establish effective working relationships and set a good example through their presentation and personal and professional conduct;
- endeavour to give every child the opportunity to reach their potential and meet high expectations;
- co-operate with other staff to ensure a sharing and effective usage of resources to the benefit of the College, Faculty and students;
- contribute to the corporate life of the College through effective participation in meetings and management systems necessary to coordinate the management of the College;
- take a full and active part in marketing and liaison activities such as Open Days/Evenings, Parents' Evenings and College events;
- take responsibility for own professional development and duties in relation to College policies and practices;
- to engage positively in mutual lesson observations for the purposes of professional development and quality assurance;
- liaise effectively with parents and guardians.

The duties set out in this document are not intended to be exhaustive, and teachers may be required to carry out such other duties as the Headteacher may reasonably require from time to time. This is a 'job description' only and is not necessarily a comprehensive definition of the post. It may be subject to modification or amendment after consultation with the postholder. The postholder may also be required to discharge the responsibilities of other job descriptions in addition, such as the role of a Tutor, particularly those with other teaching and learning responsibilities.