



## Job Description

<b>Post Title:</b>	<b>Teacher of Music 1FTE (part time working will be considered)</b>
<b>Responsible to:</b>	<b>The post holder is directly accountable to the Faculty Leader of Music</b>
<b>Grade and Terms and Conditions</b>	<b>MPS/UPS</b>

### Principal Responsibilities:

#### General Duties of a Class Teacher

- To work with the Faculty Leader and other colleagues in the delivery and reviewing of the subject.
- To teach the subject to all ability and age ranges.
- To implement all agreed policies, procedures and systems of the department and whole school.
- To participate in all appropriate meetings with colleagues, parents and external agencies as required.
- To maintain all necessary records.
- To share in all supervisory duties and rotas.
- To play a full and active part in promoting and sustaining the development of each pupil within their care.

#### General Duties of a Form Tutor

- To work with the Faculty Leader and other colleagues in the organisation, working and reviewing Student Support.
- To be the first point of contact for each pupil in the Form Group.
- To contribute to the delivery of the Tutorial Programme as necessary.
- To implement all agreed policies, procedures and systems pertinent to Student Support within the school.
- To participate in all appropriate meetings with colleagues, parents and support agencies.
- To maintain all necessary records and prepare reports and references as required.
- To be responsible for registration procedures and other daily routines. This includes responsibility to check and monitor pupil attendance/punctuality and to take appropriate steps to note and respond to concerns.
- To monitor general pupil performance and act as student mentor.
- To encourage and set the highest possible standards for all pupils in the Form Group.
- To provide general pastoral care, guidance and support for all pupils in the Form Group.

#### Professional Responsibilities

- Ensuring that appropriate attainment targets are set and monitored for all students.
- Ensuring challenging and engaging teaching and learning is evident within your classroom
- Accountability for student progress/attainment outcomes at KS3 & KS4.
- Excellent professional role-model to staff and students.
- Strong interpersonal skills with the ability to communicate to a range of stakeholders.
- A commitment to all students receiving an outstanding educational experience.
- Contribution to the wider life and ethos of Biddick Academy.

<b>Shaping the Future</b>	<ul style="list-style-type: none"> <li>• Commitment to contributing to the wider life and ethos of Biddick Academy.</li> <li>• Excellent interpersonal and team management skills.</li> <li>• Excellent organisational and planning skills.</li> <li>• Ability to work under pressure and meet deadlines.</li> <li>• Excellent team working skills and the ability to relate well with staff, students, senior leaders and Trustees.</li> <li>• Experience of working with students with social, emotional and learning difficulties.</li> </ul>
<b>Teaching and Learning</b>	<ul style="list-style-type: none"> <li>• Lead by personal example in achieving the highest quality of teaching and learning.</li> <li>• Model and share innovative and effective learning and teaching strategies in own classroom practice.</li> <li>• Use a wide range of strategies to support the development of teaching and learning within the department.</li> </ul>
<b>Developing Self and working with others</b>	<ul style="list-style-type: none"> <li>• Contribute to the professional development (and performance management, where appropriate) of colleagues within the department using a broad range of skills appropriate to their needs, to support effectiveness relating to all aspects of teaching and learning.</li> <li>• Further your own professional knowledge and management skills by attending courses, reading and participating fully in the development of other staff.</li> <li>• Positive attitude and professional approach.</li> <li>• Undertake self-evaluation and development processes, including lesson observations, in order to identify good practice and priorities for development.</li> </ul>
<b>Student Progress and Attainment</b>	<ul style="list-style-type: none"> <li>• Committed to raising student aspiration and achievement.</li> <li>• Committed to inclusive education with good knowledge of intervention and support programmes.</li> </ul>
<b>Securing accountability</b>	<ul style="list-style-type: none"> <li>• Monitor and evaluate your own performance, providing constructive and developmental feedback on a frequent and regular basis and implement strategies to bring about professional improvements.</li> </ul>
<b>Strengthening communities</b>	<ul style="list-style-type: none"> <li>• Possess a 'can do' approach to departmental/school improvement and excellence.</li> <li>• Be an excellent communicator.</li> <li>• Work positively and in partnership with parents, trustees and the community.</li> <li>• Support Biddick Academy's climate for learning.</li> <li>• Co-ordinate strategies to achieve relevant departmental and whole school improvement priorities.</li> </ul>
<b>Generic Responsibilities</b>	<ul style="list-style-type: none"> <li>• While every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified.</li> <li>• 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.</li> <li>• Employees are expected to be courteous to colleagues and students and to provide a welcoming environment to visitors and telephone callers.</li> </ul>

