**Job Description**

Post title: Teacher of RE / Humanities

Grade: Main Pay Scale 1 - 6/Upper Pay Scale 1 - 3 (£30,000 - £46,525 per annum)

Reports to: Head of RE

**Job Purpose**

Class Teacher reporting to the Head of Department.

**Main Duties and Responsibilities**

* Plan and teach challenging, ambitious lessons and sequences of lessons to classes within the context of the school’s plans, curriculum and departmental schemes of work.
* Set clear and challenging targets which build on prior learning and attainment.
* Identify clear learning outcomes and specify how they will be taught and assessed.
* Use accurate and systematic assessment of pupils prior skills, knowledge and understanding to plan effectively and to set challenging tasks to ensure that high quality learning takes place.
* Check pupils' understanding throughout lessons and intervene where necessary to ensure pupils make rapid progress with their learning.
* Identifying pupils with additional educational needs, such as SEND and modify planning and teaching to take account of these pupils in order to ensure these children and groups make rapid progress.
* Ensure coverage of programmes of study and course specifications.
* Plan and use a variety of well judged and imaginative teaching strategies to meet the individual needs of pupils.
* Frequently and regularly mark, monitor and give pupils constructive feedback to enable students to progress with their learning.
* Record pupils’ 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 pupil is achieving.
* Prepare and present informative reports to parents in line with school policy.
* Provide a positive learning environment by recognising and praising good behaviour.
* Promote the safety and well-being of pupils.
* Be aware of safeguarding responsibilities and how these should be implemented.
* Ensure students show everyone in the community respect.
* Ensure students demonstrate high levels of engagement, courtesy, collaboration and cooperation both in and out of the classroom.
* Maintain good order and discipline among pupils intervening as and when required.
* Have a working knowledge of teachers’ professional duties and legal liabilities.
* Operate at all times within the stated policies and practices of the school.
* Establish effective working relationships and set a good example through presentation and personal and professional conduct.
* Endeavour to give every child the opportunity to reach their potential and meet high expectations.
* Contribute to the corporate life of the school through effective participation in meetings and management systems necessary to coordinate the management of the school.
* Take responsibility for their own professional development and duties in relation to school policies and practices.
* Take an effective part in the school community in order that it continues to flourish.
* Liaise effectively with parents and governors.
* To play a full part in the life of the school community, to support its distinctive mission and ethos and to encourage staff and students to follow this example.
* To undertake any reasonable request of the Head Teacher and accept any reasonably delegated additional responsibility from the Head Teacher.

**Additional Information**

* Engage in promoting the values and acting as a role model for the Trust.
* Be aware and comply with equal opportunities, health and safety, and all other Trust policies at all times.
* Comply with the principles and requirements of the General Data Protection Regulation and the Data protection Act 2018 in relation to the management of the Trust’s records and information, and respect the privacy of personal information held by the BWCET; comply with the principles and requirements of the Freedom in Information Act 2000; comply with the Trust’s information security standards, and requirements for the management and handling of information; and use Trust information only for authorised purposes.

The duties and responsibilities highlighted in the job description are indicative and may vary over time. The job description is not intended to be an exhaustive list of all the duties and responsibilities that may be required.

The jobholder will be expected to carry out such professional tasks as are commensurate with the duties and responsibilities of the post.

**April 2024**

**Person Specification**

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| --- | --- | --- | --- | --- |
| **Factors** | **Essential** | | **Desirable** | |
| **Qualifications & Training** | E1  E2  E3 | Qualified Teacher Status  Degree  Evidence of good classroom practice | D1  D2 | Relevant, recent experience of teaching in a Catholic School  Relevant, recent experience of teaching the full age range in a 11-18 School |
| **Experience/Skills** | E4  E5  E6  E7  E8  E9  E10  E11 | Inspire, challenge, motive and empower students to achieve  Demonstrate personal enthusiasm and commitment and make a positive difference to children and young people  Build and maintain quality relationships through interpersonal skills and effective communication  Demonstrate personal and professional integrity, including modelling values and vision  Prioritise, plan and organise self  Think analytically and creatively and demonstrate initiative in solving problems as required  Be aware of their own strengths and areas for development, and listen to, and reflect upon feedback and act appropriately  Respect the dignity of each person valued and loved by God |  |  |
| **Personal Attributes** | E12  E13  E14  E15 | Empathise  Demonstrate a capacity for sustained hard work  Demonstrate resilience and optimism with good humour  Demonstrate impact and presence |  |  |
| **Special Requirements** | E16  E17 | A commitment to safeguard the welfare of children  Compliance with data protection principles |  |  |
| E18  E19  E20 | Compliance with Equal Opportunities Policies, the Trust/School Code of Conduct, and all other Trust/school policies  Compliance with health and safety policies, rules and regulations  To uphold the Catholic ethos of our schools |  |  |

**April 2024**