MACMILLAN ACADEMY
JOB DESCRIPTION

Job Title: Teacher

Responsible to: Head of Department

Core accountability: The provision of a full learning experience and support for all students to achieve their potential

Payment: UPS

MAIN DUTIES AND RESPONSIBILITIES:

Key Priorities:

- Supporting the vision and development of the school
- Taking an active part in academy life, including enrichment opportunities, trips and visits and academy events
- Contributing to raising standards and student outcomes
- Promoting the consistent and fair use of the rewards and consequences system
- Monitoring and supporting the overall progress and development of students as a teacher and a tutor
- Develop effective professional relationships with colleagues
- Recognising, promoting and celebrating inclusivity and diversity
- Complying with the academy's Safeguarding Procedures and reporting concerns to the Designated Safeguarding Lead
- Receiving and acting on feedback to build on strengths and improve personal performance within the academy systems
- Uphold public trust in the profession and maintain high standards of ethics and behaviour, within and outside of the academy.
- Secure student progress that is beyond expectations
- Teach consistently good and often outstanding lessons
- Make a significant wider contribution to the life of the academy. This could be evidenced by
    - Working on whole school projects, coaching, mentoring or supporting others or delivering staff training

Teaching, Learning and Assessment:

- Implementing the OPTIC teaching and learning model, based on educational research, in all lessons in order to optimise student learning
- Demonstrate good subject and curriculum knowledge
- Plan and teach well-structured lessons
- Set high expectations which inspire, motivate and challenge students
- Using student targets to promote good progress and outcomes
- Taking into account and reviewing prior knowledge when planning and teaching lessons
- Adapt teaching to respond to the strengths and needs of all students
- Providing effective assessment in line with department and whole school policy
- Setting effective home learning to allow students to recall, practise and embed key learning
- Maintain appropriate records to demonstrate progress made by students
- Supporting and maintaining an effective classroom climate and positive learning behaviours which promotes and secures good teaching, effective learning and high standards of achievement
- Have high expectations of behaviour and maintain good relationships with students, exercising appropriate authority, and acting decisively when necessary

- Supporting and maintaining the positive mental health and wellbeing of students and colleagues
- Ensuring that every opportunity is taken to improve the students' literacy and numeracy within the academy
- Liaising with the academy's SEND department in order to identify and support students who require further support or intervention
- Working collaboratively with Learning Mentors to support the needs of all students
- Delivering and supporting the PHSE programme in lessons and tutorial.

Pastoral:

- Being the first line of contact for parents and carers concerns with regards to their child's performance and well-being
- Delivering the tutorial programme as directed by the Heads of Year
- Providing key information, guidance and advice for students
- Supporting the students to demonstrate effective learner behaviours throughout the academy
- Monitoring student attendance, punctuality and progress and ensuring this is tracked and maintained through a range of strategies.

Professional Development:

- Implementing whole school priorities to optimise student learning and progress
- Participating actively in the academy's professional development opportunities both whole school and in departments
- Taking responsibility for improving teaching through professional development and responding to advice and feedback from colleagues
- Achieving any performance criteria or targets arising from the academy's Performance Management arrangements
- Working collaboratively to ensure all learning experiences are optimised
- Developing and sustaining knowledge of current educational research and practices.

This is a general job description for all teachers there may be other roles/responsibilities that are required.

NOTES

The above responsibilities are subject to the general duties and responsibilities contained in the statement of Conditions of Employment.

This job description allocates duties and responsibilities but does not direct the particular amount of time to be spent on carrying them out and no part of it may be so construed.

This job description is not necessarily a comprehensive definition of the post. It will be reviewed at least once a year and it may be subject to modification or amendment at any time after consultation with the post holder.

The duties may be varied to meet the changing demands of the academy at the reasonable discretion of the Headteacher.

This job description does not form part of the contract of employment. It describes the way the post holder is expected and required to perform and complete the particular duties as set out in the foregoing.

All adults employed by the academy are responsible for safeguarding and promoting the welfare of children s/he is responsible for, or comes into contact with.

Signed by post holder:_____ Date: _____