

## Job Outline and Person Specification

<b>Position Title</b>	<b>Teacher of Science</b>		
<b>Location</b>	Tavistock College		
<b>Reporting to</b>	College Principal		
<b>Hours</b>	Full Time fixed term from 6.1.2020 to 20.3.2020		
<b>Grade / Salary</b>	Teachers Pay Scale		
<b>Organisation</b>	The Dartmoor Multi Academy Trust		
<b>Effective date of JD</b>	1 <sup>st</sup> September 2019	<b>JE Job Number</b>	G-0

Tavistock College is delighted to be part of The Dartmoor Multi Academy Trust (DMAT), a MAT consisting of 3 secondary and 13 primary schools. As a college we actively promote the values and principles of the International Co-operative Alliance.

Your main place of work will be Tavistock College but you may be required to work across all the schools within The Dartmoor Multi-Academy Trust at any time as directed by the Executive Team.

This job description is not a comprehensive definition of the post. Discussions will take place on a regular basis to clarify individual responsibilities within the general framework and character of the post as identified below.

## TEACHING

A teacher must:

### 1 Set high expectations which inspire, motivate and challenge students:

- Establish a safe and stimulating environment for students rooted in mutual respect.
- Set goals that stretch and challenge students of all backgrounds, abilities and dispositions.
- Demonstrate consistently the positive attitudes, values and behaviour which are expected of students.

### 2 Promote good progress and outcomes by students:

- Be accountable for students' attainment, progress and outcomes.
- Be aware of students' capabilities and their prior knowledge, and plan teaching to build on these.
- Guide students to reflect on the progress they have made and their emerging needs.
- Demonstrate knowledge and understanding of how students learn and how this impacts on teaching.
- Encourage students to take a responsible and conscientious attitude to their own work and study.

### 3 Demonstrate good subject and curriculum knowledge:

- Have a secure knowledge of the relevant subject(s) and curriculum areas, foster and maintain students' interest in the subject, and address misunderstandings.
- Demonstrate a critical understanding of developments in the subject and curriculum areas, and promote the value of scholarship.

- Demonstrate an understanding of and take responsibility for promoting high standards of literacy, articulacy and the correct use of standard English, whatever the teacher's specialist subject.

#### **4 Plan and teach well-structured lessons:**

- Impart knowledge and develop understanding through effective use of lesson time.
- Promote a love of learning and children's intellectual curiosity.
- Set homework and plan other out of class activities to consolidate and extend the knowledge and understanding students have acquired.
- Reflect systematically on the effectiveness of lessons and approaches to teaching.
- Contribute to the design and provision of an engaging curriculum within the relevant subject area(s).

#### **5 Adapt teaching to respond to the strengths and needs of all students:**

- Know when and how to differentiate appropriately, using approaches which enable students to be taught effectively.
- Have a secure understanding of how a range of factors can inhibit student's ability to learn, and how best to overcome these.
- Demonstrate an awareness of the physical, social and intellectual development of children, and know how to adapt teaching to support students' education at different stages of development.
- Have a clear understanding of the needs of all students, including those with special educational needs; those of high ability; those with English as an additional language; those with disabilities; and be able to use and evaluate distinctive teaching approaches to engage and support them.

#### **6 Make accurate and productive use of assessment:**

- Know and understand how to access the relevant subject and curriculum areas, including statutory assessment requirements.
- Make use of formative and summative assessment to secure students' progress.
- Use relevant data to monitor progress, set targets, and plan subsequent lessons.
- Give students regular feedback, both orally and through accurate marking, and encourage students to respond to the feedback.

#### **7 Manage behaviour effectively to ensure a good and safe learning environment:**

- Have clear rules and routines for behaviour in classrooms, and take responsibility for promoting good and courteous behaviour both in classrooms and around the school, in accordance with the college's Behaviour policy.
- Have high expectations of behaviour, and establish a framework for discipline with a range of strategies, using praise, sanctions and rewards consistently and fairly.
- Manage classes effectively, using approaches which are appropriate to students' need in order to involve and motivate them.
- Maintain good relationships with students, exercise appropriate authority, and act decisively when necessary.

#### **8 Fulfil wider professional responsibilities:**

- Make a positive contribution to the wider life and ethos of the college.
- Develop effective professional relationships with colleagues, knowing how and when to draw on advice and specialist support.
- Deploy support staff effectively.
- Take responsibility for improving teaching through appropriate professional development, responding to advice and feedback from colleagues.

- Communicate effectively with parents/carers with regard to students' achievements and wellbeing.

### Data Protection / General Data Protection Regulations (GDPR)

The Privacy Notice sets out our general principles in relation to Data Protection and the General Data Protection Regulations.

You should also abide all Trust policies relating to the use of data including but not limited to:

- Acceptable Use Policy
- Records Retention Policy
- Personal Data Breach Procedure
- Employee Code of Conduct
- E-safety Policy
- Social Media Policy
- Use of Personal Devices Policy

Our Privacy Notice for Employees explains how we use your personal data.

Teachers must abide by the Teachers' Standards throughout their career. Teachers (and staff appointed under Teaching Staff Terms and Conditions) must have an understanding of, and always act within, the statutory frameworks which set out their professional duties and responsibilities.

**You note that a duty of confidentiality applies to all personal data you see prior to your first day of employment (for example, student lists for the purposes of lesson planning or other activities to support teaching and learning). This reflects the custom and practice of teachers' contracts of employment starting on the first day of term while recognising the need to be aware of and plan to support students' needs.**

### PERSON SPECIFICATION

	Essential	Desirable
<b>Qualifications</b>	Good degree or relevant vocational qualification pertaining to the subject to be taught.  Qualified Teacher Status (QTS).	Further professional level qualifications (e.g. M level or D level qualifications).
<b>Experience and Job Knowledge and Training undertaken</b>	Demonstrable, successful experience of teaching (employment or ITT).  Evidence of continued professional development / research.	Awareness of national strategies and recent curriculum developments.  Understanding of IAG (Information, Advice and Guidance) pertaining to the key stages taught.
<b>Job Related Abilities</b>	Good organisational skills.  Ability to work co-operatively within a team and on own initiative.  Ability to work within college policies and procedures with an awareness of equal opportunities.  Good communication skills.	A wide range of personal interests.  Willingness to be involved in extra-curricular activities.  Experience of coaching and mentoring.  To be able to present well to parents,

	<p>Good understanding of literacy and numeracy.</p> <p>Good administration and ICT skills.</p> <p>Ability to teach creatively, adapting to the needs of a variety of students.</p> <p>An understanding of student-centred learning and ability to develop effective relationships with students and staff.</p> <p>Willingness to undertake further professional development in order to enhance skills.</p>	carers, students and staff.
<b>Personal Qualities</b>	<p>Commitment to the values of the International Co-operative Alliance.</p> <p>Able to demonstrate clarity of purpose.</p> <p>Open, responsive &amp; reflective.</p> <p>Ability to work on own initiative and also as part of a team.</p> <p>“Can do”, self-motivated attitude and resilience.</p> <p>Ability to formulate appropriate questions.</p> <p>Able to make considered decisions and where necessary, take assessed risks.</p> <p>Proven capacity for hard work/tenacity.</p> <p>Sensitivity in dealing with difficult situations.</p> <p>Willingness to display flexibility in working hours as occasions may sometimes demand.</p> <p>Ability to work to deadlines and under pressure.</p> <p>Set high expectations for self and others.</p>	An understanding of and commitment to the values and principles of the International Co-operative Alliance.

**All schools in The Dartmoor Multi Academy Trust are committed to safeguarding and promoting the welfare of children and young people, and expect all staff and volunteers to share this commitment.**

**The successful candidate will be required to undertake an Enhanced Disclosure via the Disclosure Barring Service (DBS).**