



## Job Description

School: Kirk Hallam Community Academy  
Post: Teacher of Design Technology  
Responsible to: Head of Department  
Dated: 26<sup>th</sup> March 2020

### Purpose of the role

To teach pupils in allocated classes in order to ensure that their learning is of the highest quality.

### Responsibilities

- Follow the Routines and Structures provided by the school in order to establish a strong culture of achievement for all.
- Maintain a positive ethos within their teaching and their classroom.
- Teach pupils within allocated classes, enhancing their learning and providing the opportunity for achievement for all pupils;
- Planning and preparing tasks which challenge pupils and ensure high levels of interest during lessons;
- Monitor the academic progress of pupils within allocated classes and implement appropriate strategies to address underachievement;
- To assess, record and report on the progress and attainment of all pupils within allocated classes;
- To register the attendance of pupils in class;
- To set appropriate homework;
- To assess pupil's work and give appropriate and constructive feedback;
- To research new topic areas, maintain up-to-date subject knowledge, and devise and write new curriculum materials;
- Manage pupil behaviour in the classroom and on school premises, and apply appropriate and effective measures in cases of misbehaviour;
- Communicate with parents and carers over pupils' progress and participate in departmental meetings, parents' evenings and whole school training events;
- Undergoing regular observations and participating in regular in-service training (INSET) as part of continuing professional development (CPD); and
- Undertake critical self-evaluation and then participate in continuous professional development designed to enhance the quality of teaching or other working practices.
- To address any issues concerned with the wellbeing, personal development and academic progress of pupils within their classes;
- To check uniform and general appearance; and
- To monitor the behaviour and academic performance of pupils as directed.

### Performance Management Responsibilities

- All members of staff are required to participate fully in the school's performance management system.

### **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 school
- Establish effective working relationships and set a good example through their presentation and personal and professional conduct
- Contribute to the corporate life of the school through effective participation in meetings and management systems necessary to coordinate the management of the school.
- Be an effective member of the Kirk Hallam team and understand their duties in relation to the performance of the whole school and our community.

## Person Specification

	<b>Essential</b>	<b>Desirable</b>
<b>Education and Qualification</b>	<p>Honours Degree (First or Second Class)</p> <p>Qualified Teacher Status – Degree or equivalent</p> <p>Evidence of applying continued professional development</p>	Higher professional qualification
<b>Knowledge &amp; Experience</b>	<p>Relevant teaching experience or teaching practice in the subject.</p> <p>Experience of teaching a wide range of abilities.</p> <p>This role would be suitable for an NQT or an experienced teacher.</p>	Experience of pastoral/tutor role.
<b>Skills and Abilities</b>	<p>Excellent teaching skills, including effective communication skills, ability to motivate students and the capacity to create good learning environments.</p> <p>A clear understanding of the characteristics of high quality teaching and learning and achievement for all pupils.</p> <p>Knowledge of current issues and recent developments in the curriculum area.</p> <p>Capacity to use ICT as integral part of teaching.</p> <p>Knowledge and understanding of the value added agenda, including levels of progress.</p> <p>Ability to lead initiatives, support the process of change and work effectively in a team.</p> <p>Secure commitment to a clear aim and direction for the subject.</p> <p>Understanding of equal opportunities issues and their application to work.</p>	<p>Understanding of particular needs of pupils with SEN.</p> <p>Awareness of factors affecting language and learning across the curriculum.</p> <p>Knowledge/involvement in other cross curricular initiatives/projects or whole school developments.</p>
<b>Personal Qualities</b>	<p>Enthusiasm and love of their subject.</p> <p>A willingness to contribute to extra-curricular activities.</p> <p>A clear understanding of the power of data and ability to use this to drive teaching.</p> <p>Ability to use own initiative.</p> <p>A commitment to the vision of the school.</p> <p>A commitment to develop a love of maths within all students.</p> <p>A commitment to inclusive education.</p> <p>Ability to form good working relationships with pupils and staff.</p> <p>High standards and expectations</p> <p>Ability to use pupil assessment data to raise achievement.</p>	<p>A vision for the development of the department.</p> <p>A commitment to personal and professional development.</p>

	<p>Outstanding communication skills.</p> <p>Reliability and integrity.</p> <p>A commitment to safeguarding and promoting of welfare of children issues.</p> <p>A clear understanding that we teach the students we have, not always the students we want and that THIS is our job above all else.</p> <p>A determination to succeed, listen, learn and keep developing.</p>	
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