

## **Job Description**

**Job Title: Teacher of Spanish**

**Location: Unity City Academy**

**Hours of work: Full Time**

**Reports to: Curriculum Leader**

### **Purpose of the Role:**

In fulfilling the requirements of the post, the teacher will demonstrate essential professional characteristics, and in particular will:

- inspire trust and confidence in students and engage and motivate them
- demonstrate analytical thinking and improve the quality of students' learning
- contribute to the Academy improvement/development planning and promote the learning priorities of the school
- contribute to the development and/or implementation of Academy policies
- build team commitment with colleagues
- promote the wider aspirations and values of the academy.

### **Duties and Responsibilities:**

- To be a specialist in chosen subject area
- Plan and prepare lessons and schemes of work in accordance with Academy policy, ensuring a variety of learning opportunities for the development of key skills;
- Maintain individual records of pupil's experiences and achievements in the lessons taught by you and use data to inform future planning;
- Contribute, as required, to the Annual Review process including the writing of reports in accordance with Academy policy;
- Prepare, implement and monitor Individual Learning Plans for pupils in accordance with Academy policy;
- Lead the class team to ensure collaborative working for the benefit of the pupils;
- Work collaboratively with colleagues, parents/carers, educational psychologists, therapists, social services and other outside agencies who may be involved with pupils for whom you have a responsibility;
- Have a thorough awareness of and regard for the confidential nature of many aspects of school information relating to individual pupils;
- Co-operate with colleagues to ensure the achievement of the aims of the School;
- Promote positive pupil behaviour in line with Academy policies;

Take part as required in meetings in relation to the curriculum and organisation of the school; Participate in arrangements for professional development as outlined in the Academy development plan or identified through the appraisal process and take responsibility for own development; Ensure the activities in which pupils are engaged are conducted in a disciplined, safe and healthy environment and in line with Academy policy.

## **General Responsibilities**

- To be an ambassador for the Academy
- To model the core values of the Academy in your professional life and to promote and develop the Academy's vision, ethos, aims and objectives
- To establish a culture that promotes excellence, equality, and high expectations for all students
- To contribute positively to discussions leading to the development of effective policies, practices and structures
- To respond professionally to unplanned situations, crises, and emergencies whenever they arise to ensure the safety and efficiency of staff and students of the Academy and to maintain good discipline
- To attend meetings with external agencies and organisations.
- To foster and support extra-curricular activities in the interest of the Academy community e.g. Academy productions, concerts, sports activities, trips, and excursions
- To take on additional responsibilities as directed by the Principal and or SLT link

## **Our values:**

The post holder will be expected to operate in line with our values which are:

- Be unusually brave
- Discover what's possible
- Push the limits
- Be big hearted

## **Other clauses:**

1. The above responsibilities are subject to the general duties and responsibilities contained in the Teachers' Pay and Conditions.
2. 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.
3. The 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 holder of the post.
4. This job description may be varied to meet the changing demands of the academy at the reasonable discretion of the Principal/Group/Chief Executive
5. 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.
6. Postholder may deal with sensitive material and should maintain confidentiality in all academy related matters.

## **Safeguarding**

We are committed to safeguarding and protecting the welfare of children and expect all staff and volunteers to share this commitment. A Disclosure and Barring Service Certificate will be required for all posts. This post will be subject to enhanced checks as part of our Prevent Duty.



**Person Specification**

**Job Title: Teacher of Spanish**

General heading	Detail	Essential requirements:	Desirable requirements:
<b>Qualifications</b>	Qualifications required for the role	<ul style="list-style-type: none"> <li>● Qualified Teacher Status</li> <li>● Recent and relevant continual professional development</li> <li>● Good honors degree</li> </ul>	
<b>Knowledge/Experience</b>	Specific knowledge/ experience required for the role	<ul style="list-style-type: none"> <li>● Evidence of good classroom practice.</li> <li>● Good understanding of effective and engaging teaching methods.</li> <li>● The ability to engage, enthuse and motivate students.</li> <li>● Willingness to teach another subject.</li> <li>● Experience of teaching up to KS3 &amp; KS4.</li> </ul>	
<b>Skills</b>	Line management responsibilities (No.)	<ul style="list-style-type: none"> <li>● N/A</li> </ul>	
	Forward and strategic planning	<ul style="list-style-type: none"> <li>● The ability to plan lessons and sequences of lessons with clear objectives to ensure progression for all students.</li> <li>● The ability to set consistently high expectations for all students through class work and homework.</li> <li>● A willingness to be involved in extended curriculum</li> </ul>	

		<p>opportunities in the subject area.</p> <ul style="list-style-type: none"> <li>• The ability to manage time effectively and prioritise work.</li> </ul>	
	Budget (size and responsibilities)	<ul style="list-style-type: none"> <li>• N/A</li> </ul>	
	Abilities	<ul style="list-style-type: none"> <li>• Delivers lessons that are of a consistently high standard and be a role model for high quality classroom practice</li> <li>• Demonstrable success in raising academic outcomes for young people</li> <li>• An ability to provide a caring, cooperative atmosphere for young people and to create a challenging, disciplined and effective learning environment</li> <li>• Excellent communication skills</li> <li>• Ability to present to a wide range of audiences</li> <li>• An ability to relate well to individuals and groups to make appropriate contact with parents and/or external agencies as necessary.</li> <li>• Committed to high expectations for the academic outcomes of young people</li> </ul>	
<b>Personal Characteristics</b>	Behaviours	<ul style="list-style-type: none"> <li>• Reliable and conscientious</li> <li>• Desire and ability to learn new skills</li> </ul>	

		<ul style="list-style-type: none"> <li>● High expectations of all students</li> <li>● Caring and supportive</li> <li>● Enthusiastic team player</li> <li>● Organise, plan and prioritise effectively</li> <li>● Flexibility, adaptability and creativity</li> </ul>	
	Values	<ul style="list-style-type: none"> <li>● Ability to demonstrate, understand and apply our values <ul style="list-style-type: none"> <li>○ Be unusually brave</li> <li>○ Discover what's possible</li> <li>○ Push the limits</li> <li>○ Be big hearted</li> </ul> </li> </ul>	
<b>Special Requirements</b>		<ul style="list-style-type: none"> <li>● Successful candidate will be subject to an enhanced Disclosure and Barring Service Check</li> <li>● Right to work in the UK</li> <li>● Evidence of a commitment to promoting the welfare and safeguarding of children and young people</li> </ul>	