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## Teacher of Alternative Education (CREATE Centre) Job Description

**Name:**

**Reporting to:** Leader of Alternative Education

**Working Time:** Full time as specified within the STPCD

**Salary/Grade:** MPS/UPS + TLR2A

**Disclosure level:** Enhanced DBS

**Post Purpose:**

- To lead a team of support staff in delivering a wide curriculum to meet the needs of all students in the CREATE Centre.
- Working alongside the Lead for Alternative Education to develop a curriculum that is fit for purpose for our students and that meets statutory requirements and the needs of students who display behaviours which identify them as have social, emotional and mental health issues
- To carry out the professional duties of a teacher as circumstances may require and in accordance with the college's policies under the direction of the Headteacher
- To be an effective professional who demonstrates that they have:
  - Thorough curriculum knowledge
  - Effective teaching skills and the ability to assess effectively
  - The ability to take responsibility for their own professional development
  - Students that achieve well
- Encouraging students' motivation and enthusiasm to create resilient and independent learners

**Key Responsibilities:**

- To teach students according to their educational needs identified through data analysis and identified need e.g., the Inclusion Register, including the setting and marking of work to be carried out by the student in college and independent learning (homework).
- To assess, record and report on the attendance, progress, development and attainment of students and to keep such records in the agreed Teacher Planner.
- To provide, or contribute to, oral and written assessments, reports and references relating to individual students and groups of students.
- To ensure that ICT, Literacy, Numeracy and our English specialism are reflected in the learning / teaching experience of students.
- To undertake a designated programme of teaching.
- To ensure a high-quality learning experience for students which meets internal and external quality standards.
- To prepare and update subject materials.



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- To use a variety of delivery methods which will stimulate learning appropriate to student needs and demands of the course / programme of study.
- To maintain discipline in accordance with the college's Behaviour for Learning procedures, and to encourage good practice with regard to punctuality, behaviour, standards of work and independent learning (homework).
- To undertake assessment of students as requested by external examination bodies, faculty / subject team leader and college procedures.
- To mark students' work with a level / grade and give written / verbal and diagnostic feedback as required.

The postholder has an implicit duty to promote the welfare and safeguarding of all children and young people. The College is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share in this commitment. All staff will be subject to an enhanced check with the Disclosure and Barring Service.

The College will endeavour to make any necessary reasonable adjustments to the job and the working environment to enable access to employment opportunities for disabled job applicants or continued employment for any employee who develops a disabling condition.

This job description is current at the date below but will be reviewed on an annual basis, following consultation with you, may be changed to reflect or anticipate changes in the job requirements which are commensurate with the job title and grade.



## Person Specification

Attributes	Essential	Desirable	Assessment
<b>Qualifications and Training</b>	<ol style="list-style-type: none"> <li>1. Qualified Teacher Status</li> <li>2. Degree</li> </ol>	<ol style="list-style-type: none"> <li>1. Evidence of Continuing Professional Development linked to curriculum development</li> </ol>	<ul style="list-style-type: none"> <li>• Application form</li> <li>• Letter of application</li> <li>• References</li> </ul>
<b>Experience</b>	<ol style="list-style-type: none"> <li>3 Experience of leading and managing colleagues</li> <li>4 Experience of developing the curriculum for all</li> <li>5 A consistently good or outstanding practitioner capable of generating high student outcomes at secondary level</li> <li>6 Evidence of supporting students through key transitional periods of the lives</li> <li>7 At least three years teaching experience</li> </ol>	<ol style="list-style-type: none"> <li>2. Experience of managing staff</li> <li>3. An understanding of timetabling support</li> <li>4. Be able to demonstrate strategies to raise attainment across the College</li> </ol>	<ul style="list-style-type: none"> <li>• Application form</li> <li>• Letter of application</li> <li>• References</li> <li>• Interview</li> </ul>
<b>Knowledge and Understanding</b>	<ol style="list-style-type: none"> <li>8 Clear understanding of planning differentiation into the curriculum</li> <li>9 Understanding of how to develop the use of ICT, numeracy and literacy across the curriculum</li> <li>10 Understanding of how to use data to inform planning</li> <li>11 Understanding of the OFSTED framework, particularly with reference to teaching</li> </ol>	<ol style="list-style-type: none"> <li>5. Sound knowledge of the national agenda in regards to Curriculum change</li> <li>6. Understanding of how to implement and monitor academic progress</li> </ol>	<ul style="list-style-type: none"> <li>• Letter of application</li> <li>• References</li> <li>• Interview</li> </ul>
<b>Skills and Personal Qualities</b>	<ol style="list-style-type: none"> <li>12 To lead by example</li> <li>13 Highest standards of professional conduct</li> <li>14 Ability to form positive relationships with students, adults and parents</li> <li>15 Ability to inspire and manage a team</li> <li>16 Able to communicate effectively orally and in written form</li> <li>17 Ability to prioritise and time manage effectively</li> <li>18 Ability to use ICT packages and systems</li> </ol>	<ol style="list-style-type: none"> <li>7. Ability to liaise with different groups to achieve a positive outcome</li> <li>8. Positive approach to problem solving</li> </ol>	<ul style="list-style-type: none"> <li>• Application form</li> <li>• Letter of application</li> <li>• References</li> <li>• Interview</li> </ul>



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## Training

The successful candidate must be prepared to undertake training and development, as required, particularly in relation to the introduction of new technologies and continuous professional development.

## Teaching Staff Benefits

Currently the College offers a wide range of benefits to staff, including:

- A strong commitment to professional development, with a substantial budget for whole college training and individual courses.
- Enrolment into Teachers Pension Fund.
- Free parking on site
- Free use of the state-of-the-art Tunstall Active including fitness suite, swimming pool and 3G pitch
- Annual flu vaccination
- Medical benefits including quick access to Occupational Health, Physiotherapy and Counselling