



Job details

Job title: Experienced Class Teacher with leadership responsibilities

Salary: M4-6/ UPS + TLR negotiable for leading teaching and learning

Contract type: Permanent

Main purpose

The teacher will:

- Fulfil the professional responsibilities of a teacher, as set out in the School Teachers' Pay and Conditions Document and the Teacher Standards
- Contribute to overall school excellence as a member of the experienced teacher/ leadership group.

Duties and responsibilities

Phase/ Year leader

As a Year/ phase leader you are a member of the SLT. Within this role you will be the "powerhouse" behind the Quality of Education across a cohort of classes. Through your influencing, coaching and instructional skills as well as your experience and good subject knowledge you will lead the team to be highly successful. You will be visible and highly skilled at communicating with colleagues, parents and children. You will show initiative and be comfortable giving candid feedback to colleagues and holding people to account, with compassion and resolve. You will be expected to show initiative beyond your immediate year team and participate and contribute to school activities and events.

A leader at Moss Hall will :

- Create a warm inclusive environment in which children and staff can thrive modelling kindness, hard work and the desire to make a difference for those around you.
- Create the learning culture across your team for the highly effective delivery of the school curriculum
- Establish and maintain excellent professional relationships so that everyone is clear about their role and is supported to be successful
- Set sky high standards for the teaching and learning, informed by research and which provides the inspiration and the practical tools for excellence
- Support and challenge staff through direct instructional leadership, feedback on their work and challenge for improvement. Holding to account for improvement is fundamental to the role
- Model excellence in Quality First Teaching, including assessment and use of assessment to inform planning
- Drive and evaluate the impact of school initiatives as a member of SLT, reporting to the EHT and Governors
- Ensure equality of access for all learners including those with SEND, those eligible for PPG and the most able
- Routinely and systematically track pupil progress and attainment with other leaders across the year group, responding to patterns with a sense of urgency and drive.
- Train and support staff systematically to embed, understanding that change in practice requires time and support.
- Liaise with parents/carers to ensure they have the tools to support learning at home, to close gaps or to be informed of expectations and next steps

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- Model a thirst for knowledge and professional learning through your own professional reading and sharing of evidence informed pedagogy. Inspire others to deepen and broaden their subject and pedagogical knowledge
- Provide instructional leadership, regular feedback and conduct formal staff appraisal as required

Teaching

- Plan and teach well-structured lessons to assigned classes, following the school's plans, curriculum and schemes of work
- Assess, monitor, record and report on the learning needs, progress and achievements of assigned pupils, making accurate and productive use of assessment
- Adapt teaching to respond to the strengths and needs of pupils
- Set high expectations which inspire, motivate and challenge pupils
- Promote good progress and outcomes by pupils
- Demonstrate good subject and curriculum knowledge
- Participate in arrangements for preparing pupils for external tests

Whole-school organisation, strategy and development

- Contribute to the development, implementation and evaluation of the school's policies, practices and procedures, so as to support the school's values and vision
- Make a positive contribution to the wider life and ethos of the school
- Work with others on curriculum and pupil development to secure co-ordinated outcomes
- Provide cover, in the unforeseen circumstance that another teacher is unable to teach

Health, safety and discipline

- Promote the safety and wellbeing of pupils
- Maintain good order and discipline among pupils, managing behaviour effectively to ensure a good and safe learning environment

Professional development

- Take part actively in the school's appraisal procedures
- Take part in further training and development in order to improve own teaching
- Where appropriate, take part in the appraisal and professional development of others

Communication

- Communicate effectively with pupils, parents and carers, following the schools agreed procedures

Working with colleagues and other relevant professionals

- Collaborate and work with colleagues and other relevant professionals within and beyond the school
- Develop effective professional relationships with colleagues

Personal and professional conduct

- Uphold public trust in the profession and maintain high standards of ethics and behaviour, within and outside school
- Have proper and professional regard for the ethos, policies and practices of the school, and maintain high standards of attendance and punctuality leading others through modelling personal excellence
- Understand and act within the statutory frameworks setting out their professional duties and responsibilities

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The teacher will be required to safeguard and promote the welfare of children and young people, and follow school policies and the staff code of conduct.

Please note that this is illustrative of the general nature and level of responsibility of the role. It is not a comprehensive list of all tasks that the teacher will carry out. The potholder may be required to do other duties appropriate to the level of the role, as directed by the headteacher or line manager.

Person specification: Teaching and learning leader/ year/ phase leader

Criteria	Qualities
Qualifications and experience	<ul style="list-style-type: none"> ● Qualified teacher status ● Degree ● Recent UK based, successful primary teaching experience (at least 3 years)
Skills and knowledge	<ul style="list-style-type: none"> ● Knowledge of the aims, programmes of study and subject content of the KS1 and 2 National Curriculum/ EYFS curriculum ● Knowledge of effective teaching and learning strategies and how to translate these into the classroom for yourself and others ● A research and evidence informed understanding of how children learn and teaching strategies are most effective ● Good subject knowledge and the drive to improve this rapidly when needed ● Ability to adapt teaching to meet pupils’ needs ● Ability to build effective working relationships with pupils ● Knowledge of guidance and requirements around safeguarding children ● Knowledge of effective behaviour management strategies ● Good ICT skills, particularly using IT to support learning and teacher workload management <p>Leader:</p> <ul style="list-style-type: none"> ● Proven expertise and evidence in communicating intention and leading staff successfully through change leading groups of teachers ● Proven experience in developing high quality curriculum units and translating these into efficient and memorable day to day lessons ● A systematic approach to work and work-life balance and the ability to influence this in others ● The ability to work with people’s different strengths to create a team ● The ability to deliver to deadlines and enable your team to do the same ● Demonstrable personal drive and the ability to “take people with you” ● Experience of managing resources and risks including safeguarding ● Experience of increasing capability through line management, holding others to account, performance management, leading CPD and organisational capability
Personal qualities	<ul style="list-style-type: none"> ● MUST BE passionate about children’s potential and the responsibility of teachers to reduce barriers to success for children ● A commitment to getting the best outcomes for all pupils and promoting the ethos and values of the school ● “Sky High” expectations for ALL children’s attainment and progress ● Ability to work under pressure and prioritise effectively ● Commitment to maintaining confidentiality at all times

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- Commitment to safeguarding and equality
- The ability to “get things done,” showing initiative and personal drive
- The drive to improve own subject knowledge through professional reading, use of social media e.g. EduTwitter, subject expertise, membership of professional associations

Leadership Competencies that will be explored through selection :
● Strategy
● Communications
● Organisation
● People
● Team
● Delivery, efficiency
Personal Characteristics:
● Moral Purpose
● Resilience and Courage
● Self-Awareness
● Personal Drive
Professional Behaviours:
● Builds Trust
● Thinks Conceptually
● Adaptability
● Eager to learn and develop

Notes:

This job description may be amended at any time in consultation with the post holder. It will be reviewed in line with the appraisal policy cycle

Last review date: spring 2022

Next review date: Spring 2023

Executive Headteacher/line manager’s signature: _____

Date: _____

Post holder’s signature: _____

Date: _____

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