

## JOB DESCRIPTION – Teacher

Job title	<b>Teacher</b>
Grade	<b>1-9</b>
Responsible to	<b>To the senior management of the College – through their line manager – for the effective discharge of all duties</b>
Responsible for	<b>To provide effective teaching and learning for learners in order to ensure that each individual makes excellent progress and at least meets or exceeds their potential, successfully progressing onto the next stage of their education or training</b>
Effective from	<b>February 2025</b>

### SUMMIT LEARNING TRUST Mission Statement

Success through Endeavour  
Ambition through Challenge  
Strength through Diversity

Prepare for, provide and review lessons and other activities so that learners learn effectively

- Take all possible steps to ensure that each member of their class develops a positive attitude to learning, good work habits and behaviours. These steps include setting an appropriate example to learners
- Assess learner work and provide timely, accurate feedback in line with both course requirements and College policy
- Maintain effective records in relation to the progress of classes and individual learners
- Consult and inform learners parents/carers regarding progress, attainment and attitude
- Consult and inform relevant colleagues regarding the progress, attainment and attitude of learners
- Contribute when required to the further development of the subject area's work
- Take part in the College Professional Development and Performance Review Scheme
- Be responsible for Health and Safety within areas of own responsibility as laid out in the College Health and Safety Policy
- To promote and comply with equality of opportunity as laid out in the College Equality and Diversity Policy

- To actively promote Safeguarding, British Values and the College's Preventing Vulnerability strategy

**General**

- Any other appropriate and reasonable activity as may be directed from time to time by the Principal.

**Notes**

- This job description is not necessarily a comprehensive definition of the post. It will be reviewed regularly and may be subject to modification or amendment at any time after consultation with the post-holder.

Job description issued by the Principal:	
Copy received by:	
Date:	

### Person Specification – (Teacher)

*The successful candidate will be suitably qualified with a breadth of relevant experience and capable of inspiring trust and confidence across a diverse range of learners, colleagues and parents.*

	Essential	Desirable
<b>Qualifications</b>	<ul style="list-style-type: none"> <li>degree relevant to the subject and/or vocational qualification or equivalent</li> <li>teaching qualification i.e. PGCE, BEd, QTS</li> </ul>	<ul style="list-style-type: none"> <li>relevant professional qualification or equivalent</li> </ul>
<b>Relevant Experience</b>	<ul style="list-style-type: none"> <li>recent experience of teaching on relevant A Level and/or Applied courses</li> <li>up to date knowledge of recent 14-19 curriculum developments within subject specialism(s)</li> <li>knowledge and experience of a range of different teaching styles</li> <li>knowledge of, and preferably experience in, the current A level</li> <li>evidence of being successful in working with 16-19 year olds of different ability levels</li> <li>creation of productive learning environments</li> <li>academic guidance work with learners</li> </ul>	<ul style="list-style-type: none"> <li>the ability to contribute to and deliver at least one other subject in the curriculum area</li> <li>experience of working in vocational sector where relevant</li> <li>experience or understanding of progression opportunities, world of work</li> </ul>
<b>Skills and aptitudes</b>	<ul style="list-style-type: none"> <li>ability to work within a team and with team members</li> <li>ability to work effectively across the ability range within the College</li> <li>ability to manage a range of tasks at any one time and complete them effectively by deadlines</li> <li>have excellent written and oral communication skills</li> <li>competent in the use of ICT</li> <li>ability to lead by example and develop good relationships with 16-19 yr old learners</li> </ul>	
	<ul style="list-style-type: none"> <li>Enhanced DBS clearance</li> </ul>	

<b>Special Requirements</b>	<ul style="list-style-type: none"> <li>• Compliance with all College and Trust policies</li> <li>• The implementation of equal opportunities practice.</li> <li>• Promoting the stated aims and policies.</li> <li>• Commitment to continued professional development</li> <li>• Commitment to the safeguarding and promotion of the welfare and success of children and vulnerable adults</li> <li>• Willingness to contribute to wider College life</li> </ul>	
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