

JOB DESCRIPTION

EARLY CAREER TEACHER

Reporting to:	Line Manager
Location:	Chilwell Croft Academy
Grade/salary:	Main Pay Scale Level (M1 – M6) £30,000 - £41,333 salary range as at 1.9.23
Pay progression:	<i>Incremental progression within the grade will be subject to professional criteria-based performance assessment</i>

Job Purpose

To support the Headteacher and Senior Leadership Team (SLT) in the development of the school to achieve the outcomes legally required by government legislations and the School Improvement Plan adopted by the Trust Board. The focus of this post is to ensure that high standards of Teaching and Learning are maintained and pupils continue to achieve.

Key Responsibilities

Generic responsibilities

- To undertake the duties and responsibilities of an Early Career Teacher as required by the Headteacher and in line with teachers' pay and conditions
- Actively support the Headteacher/SLT, Trustees and staff in the promotion and achievement of the aims and objectives of the school
- Set high personal and professional standards of practice as an example to others
- With the Headteacher/SLT take a whole school responsibility for the pastoral care of pupils and staff
- Assist the Headteacher/SLT in maintaining and developing positive and constructive partnerships with parents and the local community
- Actively contribute to the school's organisation and overall strategy
- Be well informed of all aspects of school life in order to promote good communication and high morale.
- Encourage the practice of working as a team
- To keep abreast of development and issues with regard to the education sector and curriculum of primary schools
- Undertake any professional duties which may be delegated by the Headteacher.
- Ensure that teaching practice and ethos within the classroom is underpinned by the Teachers' Standards.
- Support whole school initiatives and engage in activities that enables the school to promote a broad and enriched curriculum.

Teaching and Learning

- 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, with emphasis on literacy and numeracy
- 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

Management

- Ensure all lessons are fully prepared, that learning outcomes are made clear to pupils and that learning outcomes are measured.
- Attend phase / group meetings.
- Ensure that Teaching Assistants are fully involved in your lessons and briefed beforehand as to what is expected of them.
- Ensure that each child is treated as an individual and that work is differentiated ensuring that there are specific strategies in place for all groups of pupils including; SEN pupils, the most able, and any underperforming pupil.

Conditions of Service

The postholder will be subject to the School Teachers' Pay and Conditions Document and any local conditions agreed by the Trust Board.

General

This Job description outlines the broad areas of responsibility and accountability for the post. It will be reviewed on an annual basis and any modifications or amendments will only be made following discussion with the Headteacher. The postholder will also be subject to the statutory professional duties and responsibilities as set out in the School Teachers' Pay and Conditions Document.

Child Protection

To have due regard for safeguarding and promoting the welfare of children and young people and to follow the child protection procedures adopted by the school.

Equitas Academies Trust is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff and volunteers to share this commitment. The successful candidate will be subject to all pre-employment checks necessary to meet safer recruitment requirements, including a satisfactory enhanced DBS check, right to work check and references.

PERSON SPECIFICATION EARLY CAREER TEACHER

Method of Assessment (MOA)

AF - Application form	C - Certification	I - Interview	T – Test or Exercise	P - Presentation
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Criteria	Essential/Desirable (E/D)	MOA
Qualifications/Education NB: Full regard must be given to overseas qualifications	Educated to A level standard or equivalent (E).	AF/C
	Relevant Degree (E).	AF/C
	Teacher training qualification with QTS. (E)	AF/C
Experience / Knowledge Relevant work and other experience	Proven track record of exemplary primary teaching experience and classroom practices (E)	AF/I
	Experience of promoting good, behaviour, attendance and punctuality and make use of the systems in place to support this (E).	AF/I
	Experience and sound knowledge of the National Curriculum. An ability to make the curriculum enjoyable and meaningful. (E)	AF/I
	A good understanding of how children learn (E)	AF/I
	Knowledge of the National Curriculum for Primary school (E)	AF/I
	Knowledge of effective teaching and learning strategies (E)	AF/I
	Knowledge of the Literacy National Curriculum and EYFS for Primary Schools. (E)	AF/I
	Awareness of positive strategies in Literacy to enhance progress and delivery of this subject. (E)	AF/I
	Knowledge of guidance and requirements around safeguarding children (E)	
	Up-to-date knowledge and understanding of the current national education agenda and the implications for teachers and schools. (E)	

Skills & Ability	<p>Confident in the use of ICT as a tool for Teaching and Learning (E).</p> <p>Strong communication and interpersonal skills (E).</p> <p>Ability to use authority appropriately to maintain discipline using effective behaviour management strategies (E)</p> <p>Demonstrable skills in numeracy and literacy. (E)</p> <p>Ability to build effective working relationships with pupils (E)</p> <p>Demonstrate skills to adapt teaching to meet pupils' needs (E)</p> <p>Ability to work under pressure and prioritise effectively (E)</p> <p>Ability to work and model high professional standards. (E)</p> <p>Strong teambuilding capability (with staff and pupils) and a participative and open approach to work and management (E).</p>	<p>AF/I/P</p> <p>AF/I/P</p> <p>AF/I/P</p> <p>AF/I/T</p> <p>AF/I</p> <p>AF/I/T</p> <p>AF/I</p> <p>AF/I</p> <p>AF/I</p>
Behaviours	<p>Evidence of emotional resilience in working with children exhibiting challenging behaviour (E).</p> <p>Good judgement in knowing when to highlight/ escalate issues (E)</p> <p>Proven impact from recent, relevant in-service training in current educational practice (E)</p> <p>Evidence of the promotion of positive behaviour (E)</p> <p>High expectations for children's attainment and progress (E)</p> <p>Commitment to maintaining confidentiality at all times</p> <p>Commitment to safeguarding and equality (E)</p>	<p>AF/I/T</p> <p>AF/I</p> <p>AF/I</p> <p>AF/I</p> <p>AF/I</p> <p>AF/I</p> <p>AF/I</p> <p>AF/I</p>

	<p>Flexible and adaptable with a can do attitude (E).</p> <p>A commitment to getting the best outcomes for all pupils and promoting the ethos and values of the school (E)</p> <p>To proactively take the time to develop yourself and (where applicable) others through training, coaching, mentoring etc. (E)</p>	<p>AF/I</p> <p>AF/I</p>
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All staff are expected to understand and be committed to equal opportunities in employment and service delivery in line with the equality act.

Reviewed by: _____

Date: _____