



## **Job Description**

### **Teacher of English**

#### **Job Purpose**

1. To enable all students to achieve their full potential (social, physical, spiritual, emotional and intellectual) by developing in them relevant skills, competencies, attitudes, concepts and knowledge.
2. To use professional judgement and skill to help students acquire the confidence to tackle all aspects of learning throughout their lives. Teachers should seek to enhance self-esteem and self-fulfilment of students through a supportive, encouraging, yet challenging approach to learning.
3. To follow direction as established by the team leader.

#### **Accountabilities**

1. A teacher will achieve these aims by working at or towards the professional standards at the appropriate level in:
  - a) Preparing, teaching, assessing work in accordance with school and departmental policy.
  - b) Keeping appropriate records of assessment of designated groups.
  - c) Using a wide variety of teaching styles suited to the needs of individuals and small groups as well as whole classes.
  - d) Setting targets with students using baseline and other assessment data and reviewing performance on a regular basis.
  - e) Working collaboratively with others to contribute their own particular talents and skills to contribute to school improvement.
  - f) Actively supporting the aims and policies of the school.
  - g) Taking responsibility for their own professional development.
  - h) Caring for the school environment and taking responsibility for their own teaching rooms, contributing to an effective learning environment.
  - i) Having a concern for the academic and general welfare of students in their

care during specific lessons.

- j) Making a contribution to the broader life of the school.
- k) Being a form tutor having concern for the academic and general welfare of students in their care. Ensuring form rooms are tidy, attractive, and conducive to study and conform to Health and Safety Considerations.

### **Competencies**

#### *'Know How'*

**Subject knowledge:** Specialised theoretical/abstract knowledge.

**Managerial:** Co-ordinate related tasks (generally within a single department).

**Interpersonal:** Persuading and influencing others, effective communicator.

**Organisation:** Professional personal appearance and high levels of organisation to work in a busy department. Able to work to deadlines.

#### *'Accountability'*

**Authority:** Determines activity and tackles within plans and structures.

**Impact:** Contributes to own results.

**Number of students impacted:** 100+.

*PRS is committed to the Health, Safety and Development of all its students*

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