



Holy Trinity Church of England School

## **Job Description – Class Teacher**

### **General Duties**

- To be responsible for the overall development of the children in the class.
- To provide for equal opportunities.
- To be aware of school policies, procedures and routines, and to implement effectively.
- To have strong behaviour management and promote the school's positive behaviour policy
- To carry out all administrative duties associated with the class.
- To establish channels of verbal and written communication with parents.
- To establish and encourage a positive ethos.

### **Teaching and Learning**

- To use a variety of teaching and learning styles.
- To match these styles to the needs of the children.
- To be aware of the resources within the school, and use them appropriately to support the teaching and learning.
- To plan, assess and moderate as part of a year group team

### **Curriculum**

- To be aware of the requirements of the National Curriculum.
- To deliver a broad, balanced, relevant and differentiated curriculum.
- To ensure progression and continuity through effective: planning, record keeping, assessment, monitoring and evaluation.

### **Classroom Organisation**

- To create a stimulating and supportive learning environment in which each child is valued.
- To establish classroom routines.
- To manage human and material resources effectively.
- To organise classroom furniture and resources to facilitate easy access for all children.

## **Person Specification – Class Teacher**

### **Educational Achievements, Qualifications and Training**

#### ***Essential:***

- Qualified Teacher Status, or overseas equivalent

### **Teaching Experience**

#### ***Essential:***

- Knowledge of the National Curriculum – planning, delivery and assessment

#### ***Desirable:***

- Experience of successfully co-ordinating and leading a curriculum area

### **Job Related Knowledge, Aptitude and Skills**

#### ***Essential***

- Ability to demonstrate excellent classroom practice.
- Have excellent behaviour management skills
- Understanding of processes to raise standards and promote progress, including target setting.
- Ability to plan, implement and evaluate short and long term plans effectively, to achieve progression in pupils' learning.
- Ability to assess, evaluate and record pupil performance.
- Ability to employ a range of teaching strategies appropriate to differing needs and abilities.
- Ability to employ a range of classroom management skills.
- Demonstrate the skills of good judgement, tact and initiative in dealing with difficult unexpected situations.
- Demonstrate good interpersonal skills with an ability to support colleagues.
- Computing capability.

### **Equal Opportunities**

#### ***Essential***

- An understanding of and commitment to equality of educational opportunity in the curriculum, in pastoral care and in the "hidden" curriculum.

### **Personal Qualities**

#### ***Essential***

- Personal vision of excellence in primary education.
- Personal presence and confidence showing warmth, sensitivity, flexibility and maturity of approach.
- Enthusiastic.
- Sense of humour.
- A commitment to the ethos of the school as a partnership of pupils, staff, governors, parents, and community.
- Good communication skills.
- A commitment to teamwork and raising standards.
- The desire to develop professionally, attending courses and networking with other schools.
- A commitment to support the ethos of the school.