

Role Profile: Teacher of RS

Purpose

To teach RS to pupils in the Senior School. As the school continues to grow, it is expected that this role will offer significant opportunities for personal growth. The duties outlined in this job description are in addition to those covered by the latest Teachers' Pay and Conditions document. It may be modified by the Headmaster, with your agreement, to reflect or anticipate changes in the job, commensurate with the salary and job title.

Key Accountabilities

General Information

A global perspective forms a fundamental part of a Downsend education as part of our Future Skills approach. As such, the Humanities form a cornerstone of our provision, with pupils learning Geography, History and RS as separate disciplines from Year 3 upwards. Sociology is introduced as a GCSE option in Year 9. The Humanities Faculty consists of a number of experienced and talented practitioners and the majority of pupils study at least one Humanities subject to GCSE level.

Downsend pupils have the opportunity to undertake a number of cultural visits as part of their understanding of the past and of that of other cultures and civilisations. The ability to reflect and respond are critical skills that 'shape the person' and we are keen to appoint an ambitious individual who shares this same philosophy.

Relationships

The post holder is responsible to the Head of Humanities in all matters and works closely with other members of the RS department and wider faculty.

The post holder also interacts on a professional level with other colleagues and seeks to establish and maintain productive relationships with them in order to promote mutual understanding of the school structure, with the aim of improving the quality of life within the School. It is of paramount importance that we appoint the right person to join a successful and ambitious school. The salary will be commensurate with the experience and qualifications of the applicant.

Standards and Quality Assurance

1. Support the aims & ethos of the school
2. Set a good example in terms of dress, punctuality & attendance
3. Attend & participate in Open Days & whole-school events & performances
4. Uphold the school's behaviour code & uniform regulations
5. Attend courses to remain up to date in current curriculum development and professional practice.
6. Attend as directed, meetings, development sessions, and INSETs.

Teaching and Learning

1. Carry out teaching duties in accordance with the school's schemes of work
2. Work with the Head of Humanities to ensure the progression of RS teaching and learning through the school
3. Work with the G & T Coordinators to provide pupils with opportunities in and out of the classroom for extension and enrichment
4. Contribute widely to the extra-curricular life of the School - full-time staff are expected to offer a minimum of 1 hour a week to the Clubs Programme (pro rata for part-time staff)
5. Demonstrate good practice in the teaching areas of responsibility.

Assessing and Reporting

1. Assess and maintain accurate records of pupils' achievements
2. Use IT to assist lesson preparation, teaching and reporting & administration
3. Maintain detailed records of pupils, liaising closely with the Leader of Learning and Innovation & other colleagues involved in the tracking & monitoring of pupils
4. Monitor, evaluate & review practice in your teaching area
5. Maintain lesson evaluations
6. Mark and return work within the agreed time span, providing feedback & targets
7. Provide assessment reports to monitor student progress
8. Write reports & advise at Parents' Evenings, and communicate effectively with parents about their child's progress
9. Work within the Code of Practice relating to Special Educational Needs.

Health & Safety

The post holder is responsible for the safety of all pupils and must ensure that:

1. The resources are maintained in a safe condition for the pupils and School staff
2. Staff carry out operations in accordance with School policy and departmental codes of safe working practice
3. All accidents are reported to the Operations Manager via the School's Accident Report Form procedure
4. The Head of Humanities, Headmaster and Operations Manager are kept informed of any concerns regarding Health and Safety and safe working practices.

Safeguarding Responsibilities

- To comply with safeguarding policies, procedures and code of conduct
- To demonstrate a personal commitment to safeguarding and student/colleague wellbeing
- To ensure that any safeguarding concerns or incidents are reported appropriately in line with policy
- To engage in safeguarding training when required

Person Specification

	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> ✓ A good Honours QTS/PGCE or teaching equivalent. An outstanding and qualified Humanities Teacher with a love of their subject.	
Skills	<ul style="list-style-type: none"> ✓ Excellent communication skills (oral, written and use of ICT) ✓ Good organisational and administrative skills The ability to teach RS to at least GCSE level	<ul style="list-style-type: none"> ✓ The ability to teach a second Humanities subject, at least at KS3 level. ✓ Enthusiastic commitment to the importance of co-curricular activities in providing an outstanding education ✓ Calmness and efficiency and the ability to work under great pressure at certain times Aware of Health & Safety issues, particularly as they relate to co-curricular activities, and willing to comply with Health & Safety policy
Experience	<ul style="list-style-type: none"> ✓ A keen and self-motivated practitioner, who wishes to be a committed team member in a successful department 	<ul style="list-style-type: none"> ✓ Eager to learn and attend INSET as necessary Aware of the nature of the School and prepared to commit to its all-round ethos
Other	<ul style="list-style-type: none"> ✓ Willingness to work hard, with energy and enthusiasm, and be prepared to go 'the extra mile' ✓ A cheerful and well-presented person A good sense of humour is essential, as is the ability to deliver adaptive teaching to promote pupil investment in their learning.	<ul style="list-style-type: none"> ✓ Very high expectations of pupils' attainment, progress and behaviour ✓ Understanding of the nature of independent education and of the high expectations therein Experience of being a Form Tutor at KS3/4

Key Stakeholders:

Internal – Pupils, Parents, Staff, Cognita School Support

External - Local Prep and Feeder Schools, Examination Bodies, ISI

The Key Accountabilities listed above are not exhaustive and may be varied from time to time as dictated by the changing needs of Cognita. In this case, any significant changes or variations will be consulted with the post holder before undertaking these responsibilities.

To be signed and dated by employee:

Signed:

Name (print):

Date: