



Liverpool College

The Staff of Liverpool College are its greatest strength. Their dedication, flexibility, and commitment to the mission of the school ensure its excellence and form the foundation of its future. It is this spirit of service and professionalism which allows the school to inspire young people to achieve their true potential. The expectation of the College is that all staff view their employment at the school in that spirit.

Job Description

Post Title	Teacher of English (Maternity Cover)
Salary/Grade	Liverpool College Main Salary Scale Between L1 (£25,716) - L9 (£41,604) dependent upon experience
Working Time	Full-time, fixed-term maternity cover post, from 28 th February 2022 until 31 st December 2022
Reporting to	Head of English Faculty
Liaising with	Head of English Faculty and colleagues
Disclosure level	Enhanced

Summary of the overall purpose of the job

To work as part of the growing English team and deliver high quality teaching in order for all students to make good progress in school.

Working under the direction of The Head of English, the teacher has the following responsibilities:

- **To provide effective teaching and learning strategies that allows all children to progress.**
- **Maintain the positive ethos and core values of the school, both inside and outside the classroom.**
- **To support school policy.**

Key responsibilities and objectives of the job

- To evaluate the teaching and learning strategies and resources deployed.
- To be accountable for students' attainment, achievement and progress in the classes taught.
- To ensure a duty of care at all times to safeguard and promote the welfare of all students.
- To contribute to the moral and spiritual development of students.
- To maintain high professional standards of attendance, punctuality, appearance, conduct and courteous, positive relations with students, parents, colleagues and visitors.
- To actively support and promote positive professional and curriculum links across all educational phases of the College.
- To actively engage with the performance management process and continue with personal and professional development.
- To adhere to school policies and procedures as set out in the staff handbook and other documentation available.

- To liaise with parents/carers and outside agencies when necessary.

Teaching and Learning

- To develop appropriate resources and teaching and learning strategies to make the curriculum accessible for all.
- To assess appropriately and timely, providing impactful feedback to pupils and parents.
- To support progress across the curriculum.
- To ensure short, medium and long-term planning is effectively carried out and students' individual needs are met through appropriate differentiation in all classes taught.
- To contribute to the development and implementation of curricular initiatives.
- To ensure high standards of students' attainment, behaviour and motivation through effective teaching.
- To stay up to date with developments in teaching and learning of students, including remote learning provision where necessary.
- To adhere to the behaviour management policy so that effective learning can take place.

Accountability

- To engage in and undertake Performance Management Review.
- To contribute to the target setting process for your classes.
- To contribute to College procedures for lesson observation and monitoring.
- To monitor and evaluate own practice in line with agreed College procedures including evaluation against quality standards and performance criteria
- To provide accurate and up-to-date information for the management information system as requested by the Head of Faculty/Subject Leader, SLT or Governors.
- To analyse and evaluate performance data provided for classes taught.
- To report to and engage with external agencies as appropriate.

Professional Development

- To continue personal development in all relevant areas, including subject knowledge and teaching methods.
- To liaise with support staff, parents, governors and outside agencies as required.
- To attend and participate in Open and Parents' evenings.
- To participate in whole staff training and Continuing Professional Development.
- To attend team and whole staff meetings.
- To work collaboratively with all colleagues

Community Links

- To support and promote the College ethos and mission statement.
- To ensure effective communication/consultation as appropriate with the parents of students.
- To contribute to the College liaison and marketing activities as appropriate.
- To contribute to the setting up of effective links with identified partner schools and the community including the school sponsors and the business community.
- To play a full part in the life of the school community and to encourage and ensure staff and students follow this example.

House Mentors

- To register students, accompany them to assemblies and Chapel, encourage academic progress and their participation in other aspects of College life.
- To ensure high standards of appearance, manners and punctuality are maintained by all members of the House group.
- To have the overview of student behaviour across College and liaise with parents/ carers as appropriate.
- To implement the NSI (PSHE) programme.

Extra-Curricular Contribution

- To contribute to the College's extensive programme of sports, arts, clubs and societies as directed by the Principal.

All employees are expected to play a full part in the life of the College community, to support its distinctive mission and ethos as a co-educational 4-19 academy, and to encourage colleagues and pupils to follow this example.

While every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be specifically identified. This Job Specification is current at the date shown but, in consultation with the post holder, it may be changed by the Principal to reflect or to anticipate changes in the job commensurate with the grade and job title.