

History teacher

Job Specification

Accountable to: Head Teacher/ Head of Department

Job Purpose

- To implement and deliver an appropriately broad, balanced, relevant and differentiated curriculum for students and to support the teaching of History and the humanities subjects.
- To monitor and support the overall progress and development of students as a teacher and a form tutor
- To facilitate and encourage a learning experience which provides students with the opportunity to achieve their individual potential
- To contribute to raising standards of student attainment
- To share and support the school's responsibility to provide and monitor opportunities for personal and academic growth

Duties and Responsibilities specific to the role of History teacher:

- To ensure that all work undertaken meets the requirements of the Teachers Standards and that progress is made to develop each of the agreed standards over time.
- Planning and preparing lessons and resources related to the delivery of courses across key stages.
- Assessing, recording and reporting on the development, progress and attainment of students having regard to the curriculum of the department
- Keeping accurate records of assessment data and of marking as required within the faculty and sharing this during work reviews and faculty moderation meetings.
- Inputting and reviewing progress data for all students in line with the schools agreed assessment calendar.
- Providing pastoral care in relation to your tutor group and delivering the agreed tutorial programme as provided by the relevant Head of Year. Providing guidance and advice to students on educational and social matters and on their further education and future careers.
- Liaising with the appropriate colleagues in relation to any identified underachieving students putting in place appropriate intervention as required.
- Promoting the general progress and well-being of individual students and of any class assigned.
- Making records of and reports on the personal and social needs of students.
- Providing or contributing to oral and written assessments, reports and references relating to individual students and groups of students.



- Communicating and consulting with the parents of students, including attending parents evenings and consultation evenings as listed in the staff handbook and recorded as directed time.
- Communicating and co-operating with persons or bodies outside the school as required and under the direction and oversight of the Curriculum Lead.
- Participating in arrangements made for the appraisal of performance.
- Reviewing methods of teaching and programmes of work keeping these up to date with any national curriculum or exam board requirements.
- Participating in arrangements for further training and professional development as a teacher.
- Advising and co-operating with the Headteacher, managers and other teachers on the preparation and development of courses of study, teaching materials, teaching programmes, methods of teaching and assessment and pastoral arrangements.
- Maintaining good order and discipline among the students and safe-guarding their health and safety when they are authorised to be on the school premises, and when they are engaged in authorised school activities elsewhere.
- Participating in meetings at the school, which relate to curriculum issues or the administration or organisation of the school including pastoral arrangements.
- Participating in arrangements for preparing students for public examinations and in assessing students for the purposes of such examinations, recording and reporting such assessments, and participating in arrangements for students' presentation for and supervision during such examinations.
- To be willing to support and participate in the provision of intervention sessions or extra-curricular activities outside of the normal school day.

Classroom Teachers – Expectations of all school staff:

- Ensure good and better progress for all students within groups taught through the planning and preparation of high quality lessons which engage, motivate and support learners and adhere to the schools Teaching and Learning Standard
- Strive to deliver a consistently good standard of teaching
- Take responsibility within own teaching areas and in the execution of general duties for the creation of a positive climate for learning which results in positive, respectful attitudes from students
- Consistently apply the school behaviour policy to support all colleagues in establishing high standards of behaviour from students, and in order that students have parity of treatment and expectations in all areas of the school
- Access, record and report on the development, progress and attainment of students within the department and school assessment and reporting policy
- In consultation with the head of department, contribute to the planning, design and production of good quality teaching materials and resources, appropriate to age and ability
- Contribute to the wider life of the school by participating in the provision of Extension, Enrichment and Enhancement activities through the planned programme



- Participate in whole school, departmental and all school meetings actively contributing to the decision making and consultation procedures
- Participate fully in the school's Performance Management process, engaging in professional development activities which enhance personal performance, fulfil personal potential and contribute effectively to the implementation of the school goal to be an outstanding place of learning
- Uphold the professional standards of dress, behaviour, attitudes and team spirit which will ensure that MIGSG is a pleasant, positive place to learn and work

Equal Opportunities:

- To promote equal opportunities in education in order that all students and families will gain optimum benefit from the service provided.
- To promote and ensure that all students and young people are happy, healthy, safe, successful and achieve economic wellbeing

Generic Staff Requirements:

- Uphold the professional standards expected of every member of the school staff in all dealings with colleagues, students, parents/carers and the wider community
- Adhere to the principles expressed in the aims of the school and its mission statement
- Actively contribute to the continued development of the school by attending training, participating in relevant meetings and putting forward ideas for improvement
- Be a positive, collaborative team member
- Apply all school policies in all aspects of the role
- Keep up to date with all aspects of the safeguarding policy and familiar with Keeping Children Safe in Education document

Whilst every effort has been made to explain the main duties and responsibilities for this post, each individual task undertaken may not be identified, especially in the context of a new and growing school, which requires flexibility in all its employees.

This job description is current at the date shown but, in consultation with the post holder, may be changed by the Head Teacher to reflect or anticipate changes in the job commensurate with the grade and job title.

The Trustees and Head Teachers of MIGSG are committed to safeguarding and promoting the welfare of all children and young people and ensuring that safer recruitment procedures are in place.

We promote diversity and want a workforce, which reflects the population of MIGSG. Applications are welcome from all, irrespective of sex, sexuality, race, religion, marital status, age or disability.

This job description will be reviewed annually. The post-holder may be required to take on additional responsibilities when necessary to ensure the effective running of the school.

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Person Specification

This person specification lists the requirements that are necessary to fulfil this role and how these will be assessed (I = interview, LO = lesson observation, A = application form, R = reference)

	Essential	Desirable	How Identified
Belief (Knowledge, Skills and Understanding)	Qualified Teacher Status. Good Honours Degree in relevant discipline PGCE or equivalent qualification		Application
		Recent and relevant CPD activities	
	Consistently good/outstanding teacher		Application/Interview/References
	High expectations for students behaviour, establishing and maintain good standards of discipline through well focussed teaching through positive and productive relationships		Application/Interview/References
	Evidence of the effective use of data to improve student outcomes		Application/Interview/References
	Knowledge and understanding of strategies to safeguard students and staff		Application/Interview/References
	Effective differentiation strategies to ensure the needs of all learners are met		Interview
Leading and Developing	Shows commitments to own and other's professional and self-development		Application/Interview/References



Teamwork	Ability to promote and develop positive relationships within and beyond the school		Application/Interview
	Understands the need for effective relationships with parents, carers, partners and the community which enhance and support students learning		Application/Interview
	A high level of self-awareness – knows strengths and weaknesses and can relate to difficult personality types well		Application/Interview
Creative Thinking	Has a good understanding of the wider educational agenda		Application/Interview
	Open minded and flexible		Interview
	Excellent organisational skills with the ability to work under pressure and re-prioritise workload when needed		Interview
Technical	Excellent ICT skills for teaching and leadership		Interview
	Has knowledge and understanding of safeguarding and child protection		Interview
	Effective use of ICT in management and data handling		Interview