

Job Description – Teacher with Responsibility (Senior or Consultant teacher)



HEARTS ACADEMY TRUST

Job Title	Teacher with Responsibility
Grade	Senior/Consultant Teacher/Hearts Award
Reports to	Head of school, Local Advisory Board, SLT
Responsible for	Class, specific management of subject area, deputising for and contributing to SLT
Liaison with	Other staff including teachers and support staff and other agencies as required.
Job Purpose	To provide outstanding quality teaching and learning for pupils in their class, co-ordinating activities relating to subject area/phase/year group and outreach to staff in all HEARTS schools
Principal Accountabilities	<ul style="list-style-type: none"> • To co-ordinate and evaluate teaching and learning and to liaise with other members of the Leadership Team where necessary, to ensure continuity and progression in subject area and throughout the curriculum. • To link closely with Directors of learning and Lead practitioners and seek support, advice as well as sharing their own good practice. • Develop, monitor, review, evaluate effectiveness of and report on policy, action plan and practice in subject area/phase/year group. • Plan and manage associated resources, teaching materials, teaching programmes, courses of study, methods of teaching and assessment • Share outstanding teaching skills and give guidance and support to new teachers and experienced teachers at base school, Trust and outreach schools. • Mentor and coach students and newly qualified teachers. • To demonstrate exemplary practice. • To make strategic evaluations of personnel issues as a supportive and well-motivated team member. • Class teaching commitment • To line manage a team of Midday Assistants • To promote the Safety and wellbeing of all pupils and staff and ensure that school and Trust policies are followed.
Duties	<ul style="list-style-type: none"> • To participate in the performance and development review process, taking personal responsibility for identification of learning, development and training opportunities in discussion with line manager • To write annual action plans for subject areas based on data, opinions, reports, information gathered during the previous year. • To monitor the action plan throughout the year, liaising with the Local Advisory board on the development and progress of the plan. • To provide termly subject/phase/year group data for the Head of school and LAB with analysis of these to be completed by the end of each term. • To identify resource needs for subject areas and include these resource needs in annual plans with a rough cost of these.

	<ul style="list-style-type: none"> • To mentor and coach students and newly qualified teachers, giving them high quality coaching in pursuit of excellence. • To ensure the purchase of resources for subject in a timely manner so that resources are available when they are needed. • To collaborate with partner schools as required and share good practice. • To lead a year group and subject areas. • To participate in staff training and running CPD as appropriate. • To develop good links with Local Advisory Board, the community and stakeholders. • To develop performance management skills in order to line manage others. • To line manage a small team of Midday Assistants, encouraging happy, healthy and safe lunchtimes.
General	<ul style="list-style-type: none"> • To comply with individual responsibilities, in accordance with the role, for health & safety in the workplace • Ensure that all duties and services provided are in accordance with the School's Equal Opportunities Policy • The LAB is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share in this commitment. • Carry out teaching duties in accordance with the school's schemes of work and the National Curriculum and the local syllabus for RE. • Work effectively with teaching assistants, support staff, the SENCO and subject leaders. • Feedback and mark in accordance with policies. • Liaise with parents and attend consultations. • Support the aims and ethos of the school, in particular the HEARTS values. • Manage teaching assistants in your team. • Follow and promote the school's health and safety practices. • Attend meetings as requested. • Support and uphold the school's behaviour policy and other school policies • The duties above are neither exclusive nor exhaustive and the post holder may be required by the Head of school to carry out appropriate duties within the context of the job, skills and grade.

Signed _____

Date _____