Ysgol Bro Hyddgen

Job Description

Post Title:	**TECHNOLOGY TEACHER**
Core Purpose:	Under the reasonable direction of the Headteacher, carry out the professional duties of a school teacher as set out in the current School Teachers' Pay and Conditions Document (STPCD). To implement and deliver an appropriately broad, balanced, relevant and differentiated curriculum for students and to support a designated curriculum area as appropriate. 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.
Accountable to:	Curriculum Area Leader / SLT link as appropriate.
Responsible for:	The provision of a full learning experience and support for students.
Liaising with:	Headteacher, Senior Leadership Team, teachers, Support staff, LA representatives, external agencies and parents.
Working Time:	Part time or 5 days per week (32.5hrs)
Salary / Grade:	Classroom Teachers' Pay Scale
Disclosure Level:	Enhanced

1) To teach students according to their educational needs, including the setting and marking of work to be carried out by the student in the school and elsewhere.
2) To assess, record and report on the attendance, progress, development and attainment of students and to keep such records as are required.
3) To provide, or contribute to, oral and written assessments, reports and references relating to individual students and groups of students.
4) To ensure that the key skills and school subject specialism(s) are reflected in the teaching / learning experience of students.
5) To undertake a designated programme of teaching.
6) To ensure a high-quality learning experience for students which meets internal and external quality standards.
7) To prepare and update subject materials.
8) To use a variety of delivery methods which will stimulate learning appropriate to students needs and demands of the syllabus.
9) To maintain discipline in accordance with the school's procedures, and to encourage good practice with regard to punctuality, behaviour, standards of work and homework.
10) To undertake assessment of students as requested by external examination bodies, departmental and school procedures.

11) To mark, grade and give written / verbal and diagnostic feedback as required.
12) To assist in the development of appropriate syllabuses, resources, schemes of work, marking policies and teaching strategies in the Curriculum Area and Department.
13) To contribute to the Curriculum Area and department's development plan and its implementation.
14) To plan and prepare courses and lessons.
15) To contribute to the whole school's planning activities.
16) To assist the Curriculum Area Leader to ensure that the curriculum area provides a range of teaching which complements the school's strategic objectives.
17) To assist in the process of curriculum development and change so as to ensure the continuing relevance to the needs of students, examining and awarding bodies and the school's strategic objectives.
18) To take part in the school's staff development programme by participating in arrangements for further training and professional development.
19) To continue personal development in the relevant areas including subject knowledge and teaching methods.
20) To engage actively in the Performance Management Review process.
21) To ensure the effective / efficient deployment of classroom support.
22) To work as a member of a designated team and to contribute positively to effective working relations within the school.
23) To help to implement school quality procedures and to adhere to those.
24) To contribute to the process of monitoring and evaluation of the curriculum area / department in line with agreed school procedures, including evaluation against quality standards and performance criteria.
25) To seek / implement modification and improvement where required.
26) To review regularly the effectiveness of teaching strategies and programmes of work.
27) To take part, as may be required, in the review, development and management of activities relating to the curriculum, organisation and pastoral functions of the school.
28) To maintain appropriate records and to provide relevant accurate and up-to-date information for SIMS, registers, etc.
29) To complete the relevant documentation to assist in the tracking of students.
30) To track student progress and use information to inform teaching and learning.
31) To communicate effectively with the parents of students as appropriate.
32) Where appropriate, to communicate and co-operate with persons or bodies outside the school.
33) To follow agreed policies for communications in the school.
34) To take part in liaison activities such as parents' evenings, open evenings and liaison events with partner schools.
35) To contribute to the development of effective subject links with external agencies.
36) To assist the Curriculum Area Leader to identify resource needs and to contribute to the efficient / effective use of physical resources.
37) To co-operate with other staff to ensure a sharing and effective usage of resources to the benefit of the school, department and the students.
38) To promote high standards across both campuses. You may be required to teach on the primary campus and engage in cross phase professional partnership working.

This job description is not a comprehensive statement of procedures and tasks but sets out the main expectations of the school in relation to the post holder's professional responsibilities and duties. Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified. Any teacher is required to carry out the reasonable instructions of the Headteacher or any other person acting on their directions and to undertake any other duty as specified by the STPCD even if not mentioned in job descriptions. The school will endeavour to make any necessary reasonable adjustments to the job and the working environment to enable access to employment opportunities for disabled job applicants or continued employment for any employee who develops a disabling condition.

Because of the nature of the work involved, the post you are applying for is covered by the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (as amended in 2013) - This position has a requirement for an Enhanced DBS Check, this position is classed as regulated activity under the Safeguarding of Vulnerable Groups Act 2006 as amended by the Protection of Freedoms Act 2012 and will be subject to a check to the list of those people barred from working with children.