

**Job Title: Teacher**

**Location:** **School**

**Line managed/jointly supervised by: Head Teacher**

**Salary Scale: Teacher’s Scale**

**Hours of Work:** **Full time – Term time**

**Key Duties and Responsibilities**

* Responsibility for ensuring and promoting the safeguarding of children and young people
* Work in accordance with Spark of Genius vision and aims
* To teach assigned classes together with associated planning, preparation and correction
* To assist in the development of the curriculum
* To contribute to whole school improvement and development
* Assess, record and report on the work of pupils
* Preparation of pupils for examinations and assisting with SQA administration (if appropriate).
* Provide advice and guidance to pupils and issues related to their education.
* Promote and safeguard the health, welfare and safety of the pupils
* Work in partnership with parents/carers, support staff and other professionals
* Undertake appropriate and agreed (with line manager) continuing professional development
* To keep GTCs registration and PRD up to date
* Participate in issues related to learning centre planning and assist in raising the attainment and achievement of pupils
* Take ownership for the establishment of good order and the wider needs of the school
* Attend open evenings and carry out pastoral visits to Spark of Genius Residential Houses
* Make economic use of monies provided for education including adherence to systems of accounting and the recording of the use of transport

**Professional Knowledge and Understanding**

* 17. Have a detailed knowledge and understanding of the Curriculum for Excellence.
* 18. Have sufficient knowledge and understanding to fulfil the responsibility all for literacy,
* numeracy; health and wellbeing; and ICT

**Professional Responsibilities**

* Have a broad understanding of the ethos, values and policies of Spark of Genius and to place these at the centre of your practice
* 20. To have full awareness of the importance of the role of class teacher in Spark of Genius
* 21. To adhere to professional standards at all times
* 22. To promote and adhere to all aspects of the protection and welfare of children and young people

**Principles and Perspectives**

* 23. To adhere to sound professional values and practices at all times
* 24. Have knowledge relating to learning and teaching and an appreciation of the contribution of
* personal development to practice

**Professional Skills and Abilities**

* 25. Ability to plan coherent and progressive teaching programmes which meet the pupils’ needs
* and abilities in line with CFE
* 26. Communicate clearly making skilful use of a variety of resources including IT, media and
* interact productively with pupils
* To teach pupils both individually and on a group basis
* Develop and use a range of teaching strategies, access resources which have been evaluated in terms of curriculum requirements to meet the needs of pupils
* Set and maintain expectations for the pace and challenge of work, attainment and achievement for all pupils
* Work in a professional, co-operative manner with all associated with Spark of Genius

**Classroom Organisation and Management**

* Organise and manage classes and resources to achieve safe, orderly and purposeful activity
* Manage pupil behaviour and classroom incidents fairly, sensitively and consistently using agreed behaviour management techniques. Make sensible use of rewards and sanctions, and seek and use the advice of colleagues when necessary

**Assessment of Pupils**

* Carry out initial assessment of pupils to ascertain appropriate level of learning
* Understand and apply the principles of assessment, recording and reporting
* Use the results of assessment to evaluate and improve the teaching, and the learning and attainment of pupils
* Participate in target setting for all pupils and formulate appropriate Individualised Educational plans for pupils

**Professional Reflection and Communication**

* Learn from experience of practice and from ongoing professional development
* Convey and understanding of practice and general educational matters through professional dialogue and communication with colleagues
* Reflect on and act to improve professional practice, and contribute to personal professional development
* Engage in curriculum development activities
* Share in advance of the lesson all learning materials with support staff to ensure good classroom management.

**Professional Value and Personal Commitment**

* Ability to demonstrate in your day-to-day practice a commitment to the protection, welfare and social development of all Spark of Genius pupils
* Participate in out of school learning experiences with the pupils
* Ability to demonstrate responsibility for personal professional learning and development

**Other Requirements**

* Compliance and cooperation with all Health and Safety requirements, follow Fire, Accident, Incident and Safe Holding Safety Procedures at your place of work and report any unsafe practices and conditions
* Requirement to attend allocated parents evenings throughout school terms
* Must be prepared to teach our young people in our residential care homes
* The post holder may be reasonably expected to undertake other duties commensurate with the level of responsibility that may be allocated from time to time. It is the responsibility of the post holder to comply with Health and Safety and Equal Opportunities requirements at all times.
* Any other reasonable management instruction

The above job description forms part of your main terms and conditions of employment. The Company reserves the right to vary duties and responsibilities at anytime.



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|  | **Essential Criteria** | **Desirable Criteria** | **Method of Assessment** |
| **Education and Qualifications** | 1. Educated to degree level allowing registration with the General Teaching Council (Scotland) (GTCS) 2. Registration with the GTCS |  | Application form and certificate check and interview |
| **Experience** | 1. Completed 1 year of probationary teaching | 1. 2 years teaching experience | Application form and reference check |
| **Skills** | 1. Effective communication skills with the ability to work alongside colleagues from partner agencies and parents and carers. 2. Excellent interpersonal skills 3. Ability to use own initiative 4. Work as part of a team 5. Flexible approach to planning and work practices   Reporting and recording to a high standard |  | Application form, references and interview |
| **Knowledge** | 1. An understanding of the needs of young people who are Looked After and Accommodated 2. An understanding of the principles of safeguarding and child protection 3. Good knowledge of CfE and up to date practice in education. | 1. Knowledge of the national minimum Care Standards 2. Knowledge of the Children (Scotland) Act 1995 3. Knowledge of the work of other agencies involved with children and young people | Application form and interview |
| **Ability** | 1. To form professional and positive relationships with children and young people 2. The ability to deal with difficult situations and make appropriate decisions in line with the policies and procedures of the school 3. To ask for guidance and support, and to remain open honest and accountable |  | Application form and Interview |
| **Other Requirements** | 1. A willingness to participate in all in house training. | 1. Full UK driving licence | Application form and interview |