



## Middleton Technology School

### Main Professional Scale Teacher of History

#### Job Description

Name:

Post: Main Professional Scale Teacher of History

Salary Grade: MPS

The post requires you to teach students in the 11-16-age range in the Curriculum Area of History

You are required to undertake an appropriate share of duties within the school as set out in paragraphs 59.1 – 59.5 (inclusive) of School Teachers' Pay and Conditions Document 2004 under the reasonable direction of the Head Teacher.

#### Responsible to:

Each Main Professional Scale teacher is ultimately responsible to the Head Teacher, but this responsibility will usually be delegated to the Curriculum Leader, as Line Manager.

#### Spirit:

The Main Professional Scale Teachers have a whole school role as well as being involved in the development of the curriculum in their subject areas. They will be expected to play an active part in the overall development of both the curriculum area and the school, liaising closely with their Line Managers, thus ensuring that their Line Manager is aware of relevant developments, issues and concerns. They will be expected to work at the Head Teacher's direction, giving the benefit of their training and experience in the discussion and development of policy.

#### Specific Accountabilities:

There are five areas of accountability that a Main Professional Scale Teacher has:

1. Accountability to the Head Teacher, delegated through the Curriculum Leader.
2. Accountability for the management of teaching and learning in their own classroom.
3. Accountability for the management of resources.
4. Accountability for the welfare of learners.
5. Accountability for the environment of the Curriculum Area.

These are not listed in order of importance – all are considered to be of equal importance. They may be asked to assume other responsibilities in agreement with the Head Teacher.

#### **Accountability to the Head Teacher:**

- (a) To keep the Head Teacher, via the Curriculum Leader, fully informed of all matters that they are involved in and initiatives that they undertake.
- (b) To keep the Head Teacher, via the Curriculum Leader, fully informed of all issues and concerns regarding the smooth and efficient functioning of their teaching and classroom management.
- (c) To be responsible, with the Departmental team, for creating a rational, just and firm sense of order within the Department.
- (d) To demonstrate and promote effective leadership within the classroom.
- (e) To be an active participant in the school's performance management system.

#### **Accountability for the Management of Teaching and Learning in their own classroom**

- (a) To demonstrate by his/her actions, concern for students within each of his/her teaching groups and the relationships that exist between them.
- (b) To maximise the classroom opportunities for students within the group to fulfil their potential.
- (c) To give guidance and support to students within their group.
- (d) To ensure that each student in their group is offered a full range of learning experiences in accordance with individual need, the philosophy of the school and the statutory curriculum.
- (e) To monitor and evaluate the performance of students in their group in terms of Standard Assessment Tasks, internal and external examinations, attendance and punctuality.
- (f) To work with the Curriculum Leader to ensure that the educational experiences offered to each student in their subject area are of the highest quality and to promote the school's policy of equality of opportunity.
- (g) To ensure that school policy in respect of homework is adhered to.
- (h) To ensure that the school's behaviour policy is efficiently implemented.
- (i) To communicate effectively with parents and to draw them into a partnership with the school.
- (j) To implement the school's assessment recording and reporting policy.
- (k) To promote effective learning in their classroom in accordance with the school's teaching and learning policy.

**Accountability for the Management of Resources:**

- (a) To ensure that the finances and resources allocated to their groups of learners are deployed in a just and fair manner.
- (b) To ensure that these finances and resources are used in such a manner that a stimulating and successful learning environment is created.
- (c) To be responsible for all resources and stock allocated to the group of learners.
- (d) To advise the Curriculum Leader of the needs of the learners in terms of finance and resources.

**Responsibility for the Welfare of Students:**

- (a) To encourage students to develop the highest expectations of themselves.
- (b) To ensure that students are kept fully informed of their progress, as well as any concerns about them.
- (c) To ensure that both student and parents/carers are kept fully informed of the progress made by their child in accordance with school procedures.
- (d) To ensure that both student and parents/carers have access at appropriate times in the student's career advice and support.
- (e) To provide an atmosphere in a group that allows friendships to flourish and educational progress to continue.
- (f) To keep such records on each student as are required by school and departmental policy.
- (g) To keep the student's form tutor informed of any success or concerns as and when necessary.

**Responsibility for the Environment:**

- (a) To ensure that a stimulating environment is produced within the classroom.
- (b) To encourage students to take responsibility for the class environment.
- (c) To assist in a series of systems and checks which will offer the highest standards of safety and security to all those who use the department's teaching area.
- (d) To assist in procedures to promote a litter free environment within the classroom and the immediate environment.

It is essential that Main Scale Professional Teachers are involved in a continual process of taking opportunities to improve their practice in the curriculum area, through whole school training and any other relevant opportunities that will be made available to them.

**Signed .....**

**Postholder**

**Signed .....**

**Head Teacher**

**Date** .....