Subject Teacher – Art and Design Technology

**Job Description**

This post is subject to the current conditions of employment for class teachers contained in

the current School Teacher’s Pay and Conditions Document and other current legislation.

This job description may be amended at any time following discussion between the

Headteacher and member of staff, and will be reviewed annually.

**Purpose of job**

To fulfil professional duties in accordance with the aims of the school and under the instruction

of the Headteacher.

To be an effective professional who demonstrates thorough curriculum knowledge, can teach

and assess effectively, take responsibility for professional development and has pupils

who achieve well.

**Core Expectations:**

In fulfilling the requirements of the post, the teacher will demonstrate essential

professional characteristics, and in particular will:

Inspire trust and confidence in pupils and colleagues.

Engage and motivate pupils.

Develop analytical thinking.

Improve the quality of pupil’s learning.

Contribute to the school improvement/development planning and promote the learning

priorities of the school.

Contribute to the development of and/or implementation of school policies.

To promote the wider aspirations and values of the school.

**Areas of responsibility and Key tasks:**

**To display a working knowledge and understanding of:**

The school’s aims, priorities, targets and action plans.

The relationship of the subject to the curriculum as a whole.

Any statutory curriculum requirements and the requirements for assessment, recording of

student attainment and progress.

The characteristics of high quality teaching and the main strategies for improving and

sustaining high standards of teaching, learning and achievement for all pupils.

The implications of the Code of the Practice for Special Educational Needs for teaching and

learning.

**Planning, and setting:**

To set expectations and targets for staff and pupils in relation to standards of pupil achievement

and the quality of teaching.

To plan and set tasks which challenges high levels of pupil interest and achievement.

To work with the SENCO and any other staff with Special Education Needs expertise, to ensure

that individual education plans are used to set subject specific targets and match work well to

pupils’ needs.

To establish with the involvement of relevant staff, short, medium and long term plans the

development and resourcing of the subject which:

Are based on a range of comparative information and evidence, including the attainment of pupils.

Identify realistic and challenging targets for improvement based on prior attainment.

**To educate pupils in accordance with the school’s timetable and whole school expectations.**

To ensure curriculum coverage, continuity and progression in the subject for all pupils, including

those of high ability and those with special educational needs.

To recognise clear learning objectives, understand the sequence of teaching and learning in the

subject and communicate such information to pupils.

To ensure the effective deployment of pupil’s literacy, numeracy and information technology skills

throughout the subject.

To ensure that pupils are aware of the subject’s contribution to their own understanding of the

duties, opportunities, responsibilities and rights of citizens.

To ensure effective development of pupils’ individual and collaborative study skills necessary for

them to become increasingly independent when out of school.

To teach allocated pupils by planning their teaching to achieve progression of learning through:

Understanding and applying effective classroom management

Understanding and applying a range of teaching strategies

Positively targeting and supporting individual learning needs

Maintaining high levels of behaviour and discipline

Effectively using homework and other extra curricular learning opportunities

**Monitoring, assessment, recording and reporting:**

To assess how well learning aims are being achieved and use assessments to improve specific

aspects of the teaching.

To mark and monitor pupil work and setting targets for progress in accordance with prior

attainment.

To assess and record pupil work systematically and keep records to verify work has been

understood and finished.

To monitor strengths and weaknesses.

To lead the planning and to recognise the level the pupil has achieved.

To assess pupils in accordance with exam board requirements and department systems

To prepare and present useful reports for parents.

**Pastoral Duties:**

To operate as a class teacher to a group of pupils.

To promote progress and general welfare of pupils.

To register pupils and encourage attendance, punctuality and contribution to school life.

To monitor pupil planners and bring appropriate matters to the attention of.

To supervise the class during assemblies.

**Relations with parents and the wider community.**

To establish a partnership with parents to involve them in their child’s learning of the subject,

as well as providing information about curriculum, attainment, progress and targets.

To develop effective links with the local community, including business ad industry, in order to

extend the subject, enhance teaching and develop the pupil’s wider understanding when

appropriate.

To communicate effectively, orally and in writing, with parents, governors, external agencies and

the wider community, including business and industry.

**Managing own performance and development.**

To prioritise and manage own time effectively, particularly in relation to balancing the demands

made by teaching, subject management and involvement in school development.

To achieve challenging professional goals.

To take responsibility for their own professional development.

**Other professional duties**

Acting on every occasion in accordance with schools aim’s and policies.

Setting a good example through appropriate behaviour and appearance.

Endeavouring to give every child the opportunity to achieve potential and fulfil expectations.

Co-operating with other staff to ensure effective sharing and use of resources for the benefit of all.

Contributing towards whole school requirements through taking an effective part in meetings and

the required control systems

Contributing in open evenings etc.

Taking part in performance management scheme.

Taking responsibility with professional development in accordance with school policy.

Contributing fully to schools rewards system.

Communicating effectively with parents/governors as required.

Contributing annually together with all departmental staff the self-evaluation.

Following self-evaluation contribute to departmental development plan and act on it.

Although every effort made to explain responsibilities of job not every individual task is listed.

Teachers are expected to agree to undertaking reasonable tasks at the discretion of the

Headteacher.

***Signature: Date:***