



History Teacher – Job Description

This job description forms part of the contract of employment of the successful applicant. The appointment is subject to the conditions of employment of Teachers contained in the School Teachers' Pay and Conditions document and other current educational and employment legislation.

Responsible to: Head of Humanities

Responsible for: Teaching and supporting all designated classes in History

Job Purpose:

- To implement and deliver an appropriately broad, balanced, relevant and differentiated curriculum for students and to support a designated curriculum area as appropriate.
- To monitor and support the overall progress and development of students as a Teacher/Form Tutor.
- 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.

Teaching:

- To undertake a designated programme of teaching across all key stages
- Teach consistently high quality lessons
- Plan and deliver schemes of work and lessons that meet the requirements of the KS3, 4 and 5
- Be a role model for students, inspiring them to be actively interested in History
- To maintain appropriate records and to provide relevant accurate and up-to-date information for SIMs, registers
- To complete the relevant documentation to assist in the tracking of students
- Set expectations for staff and students in relation to standards of achievement and the quality of learning & teaching
- Prioritise and manage time effectively, ensuring continued professional development in line with the role
- To follow the school policies and procedures
- To ensure the effective/efficient deployment of classroom support
- To maintain discipline in accordance with the school procedures, and to encourage good practice with regard to punctuality, behaviour, standards of work and homework
- Follow schemes of work for History at all Key stages
- Promote aspects of Personal Development related to History
- Updating professional knowledge and expertise as appropriate to keep up to date with developments in teaching practice and methodology, in general, and in the curriculum area of History.
- Promote History learning through out of hours activities.
- Ensuring a high quality learning environment within the History area

Assessment, Feedback and Tracking:

- To lead, monitor and evaluate the assessment and feedback to students in line with whole school and department policy
- To follow department monitoring and tracking systems relating to students attainment, progress and achievement
- Mark, grade and give written/verbal and diagnostic feedback as required
- Undertake assessment of students as requested by external examination bodies, curriculum areas and school procedures



- Assess, record and report on the attendance, progress, development and attainment of students and to keep such records as are required
- Complete the relevant documentation to assist in the tracking of students
- To follow department policy regarding department tracking of student progress and use information to inform learning and teaching
- Follow setting and co-ordinating assessment arrangements in History at all Key Stages, and in all areas as required by school policies, including standardising those assessments;

Staff Development:

- To continue personal development in the relevant areas including subject knowledge and teaching methods
- To engage actively in the Performance Management process
- Participate in whole school CPD programmes
- To take part in the staff development programme by participating in arrangements for further training and professional development.

Student Support and Progress:

- To be a Form Tutor to an assigned group of students if and when required
- To promote the general progress and well-being of individual students and the Tutor Group as a whole.
- To liaise with the relevant pastoral leaders to ensure the implementation of the Student Support system.
- To register students, accompany them to assemblies, encourage their full attendance at all lessons and their participation in other aspects of school life
- To evaluate and monitor the progress of students and keep up-to-date student records as may be required
- To contribute to the preparation of Action Plans and other reports as required
- To alert the appropriate staff to problems experienced by students
- To communicate as appropriate, with the parents of students and with persons or bodies outside the school concerned with the welfare of individual students, after consultation with the appropriate staff.
- To contribute to PSHE and citizenship and enterprise according to school policy
- To apply the Behaviour for Learning policy so that effective learning can take place
- Meet with students over whom there are concerns and contact home where necessary in conjunction with student support teams
- Meet with students over whom there are concerns and contact home where necessary in conjunction with student support team and department heads

Safeguarding:

- Be keenly aware of the responsibility for safeguarding children and to help in the application of the Safeguarding and Safe Practices policy within the school
- Comply with the school's Safeguarding Policy in order to ensure the welfare of children and young persons

Communications, Marketing and Liaison:

- To communicate effectively with the parents of students as appropriate
- Where appropriate, to communicate and cooperate with persons or bodies outside the school.
- To follow agreed policies for communications in the school
- To take part in marketing and liaison activities such as Open Evenings, Parents' Evenings, liaison events with partner schools, etc.

Personal Responsibilities:

- To play a full part in the life of the school community, to support its distinctive mission and ethos and to encourage staff and students to follow this example

- To support the school in meeting its legal requirements for worship
- To actively promote school policies and procedures
- To be responsible for own continued professional development
- To comply with the school's Health & Safety policy and undertake risk assessments as appropriate.
- To be courteous to colleagues, visitors and telephone callers and provide a welcoming environment
- To undertake duties before the school day, at break, at the end of the lunch period and after the school day on a rota basis
- To attend meetings scheduled in the school calendar punctually
- To set cover work during any leave of absence
- To adhere to the School's Safeguarding Policy.

Notes:

- The above responsibilities are subject to the general duties and responsibilities contained in the statement of Conditions of Employment
- This job description allocates duties and responsibilities but does not direct the particular amount of time to be spent on carrying them out and no part of it may be so construed
- This job description is not necessarily a comprehensive definition of the post. It will be reviewed at least once a year and it may be subject to modification or amendment at any time after consultation with the holder of the post
- The duties may be varied to meet the changing demands of the school at the reasonable discretion of the Headteacher

**History Teacher - PERSON SPECIFICATION**

The successful candidate will be an excellent teacher of History, a good team player and a career teacher who can communicate a love of the subject and contribute strongly to a committed team

Essential	Desirable
Qualifications and Experience <ul style="list-style-type: none"> • A good honours degree or equivalent • QTS • Have a secure knowledge and understanding of the History curriculum and related pedagogy • An awareness of the impact that their subject can make to the whole school • Ability to teach History to KS3, 4 and 5 	<ul style="list-style-type: none"> • Ability and experience of teaching Geography or RE at KS3
Teaching <ul style="list-style-type: none"> • Evidence of excellent classroom practice • Excellent understanding of effective and engaging teaching methods • Able to incorporate assessment for learning strategies into everyday practice • The ability to engage, enthuse and motivate students • Able to use ICT to enhance learning and teaching 	
Professional Attributes <ul style="list-style-type: none"> • Highly motivated and willingness to continue learning • Resilient and responds well to challenge • Excellent communication skills • Team player • Initiative • Able to prioritise 	<ul style="list-style-type: none"> • Career teacher, interested in developing further insight into whole school approaches to History
Relationships with Young People <ul style="list-style-type: none"> • Have high expectations for all young people including a commitment to ensuring that they can achieve their full educational potential and to establishing fair, respectful, trusting, supportive and constructive relationships with them • Hold positive values and attitudes and adopt high standards of behaviour in their professional role 	
Assessment <ul style="list-style-type: none"> • Full understanding of the use of assessment to inform planning • Able to mark and record assessment outcomes in line with whole school and departmental policy 	<ul style="list-style-type: none"> • Understanding of how to mark to GCSE level • Understanding of how to give effective feedback using assessment for learning

Planning <ul style="list-style-type: none"> • The ability to plan lessons and sequences with clear objectives to ensure progression for all students • The ability to adapt schemes of learning to suit the needs of students and groups of students 	<ul style="list-style-type: none"> •
Personal Qualities <ul style="list-style-type: none"> • Enthusiasm, drive and a love for the job • Clear vision and an innovative approach for learning & teaching • A passion for ensuring all aspects of school life demonstrate integrity and respect • Commitment to a high profile presence in and around the school • A good sense of humour • Excellent communication skills, both verbal and written. • Ability to organise, plan and prioritise time effectively • Willingness to challenge others to produce positive outcomes • Flexibility, adaptability and creativity 	
Other <ul style="list-style-type: none"> • A commitment to developing out-of-school hours activities to enhance progress, enrichment, enjoyment and attainment in History 	

Appointment will be subject to enhanced DBS check, qualifications and experience checks and satisfactory references.

We are not looking for the impossible! If you think you have at least some of these attributes, we would very much like to hear from you.