

## **School Direct**

### **PERSON SPECIFICATION**

#### **Education and Qualifications**

1. GCSE or equivalent Grade Cs in English and mathematics and those born on or after 1<sup>st</sup> September 1979 also need to have achieved a standard equivalent grade C in GCSE examination in a science subject (for primary school and secondary PE).
2. Graduate and/or post-graduate level qualification in appropriate subject area and/or other relevant qualifications equivalent to degree level with a classification of at least 2:2.
3. At least 2 weeks recent experience working with pupils.
4. All trainees on the salaried route must have 3 years' work experience.

#### **Abilities**

- Understand the principles involved in the effective delivery of the relevant curriculum.
- Ability to work as part of a team.
- Ability to organise own workload and meet deadlines.
- Ability to maintain appropriate records.
- Have an appreciation of how to maximise students' achievement and the barriers there may be to student achievement.
- The ability to read effectively and be able to communicate clearly accurately in spoken and written Standard English.
- Be able to reflect on your own strengths and weaknesses.

#### **Personal Qualities**

- An awareness of strategies to motivate students.
- A commitment to safeguarding and promoting the welfare of children.
- Ability to develop and maintain good relationships with students, staff and parents.

- Good communication skills.
- Understanding of and ability to implement the Academy's Equality of Opportunity policy.
- Presentation as a suitable and professional role model for students and staff.
- Satisfactory attendance record.

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### **JOB DESCRIPTION**

- To uphold by all appropriate means the aims, objectives and ethos of the partnership schools.
- To attend all core professional training sessions.
- To attend all Department and Year Team Meetings.
- To complete break and or other duties as appropriate.
- To attend subject and Mentor training sessions.
- To contribute to the effective running of the relevant year and/or department.
- Complete Core course assignments and diary tasks on time.
- To keep the Portfolio of Evidence up to date.
- To bring any concerns about the course to the attention of either:
  - Director of the EBITT
  - Mentor/HoD
  - Deputy Head with responsibility for the Teaching School.
- Work effectively alongside members of the relevant department to improve teaching practice.
- Undertake all teaching duties as directed.
- With appropriate help as necessary, plan all teaching lessons and provide copies of plans in advance for regular teacher or mentor.
- With appropriate help as necessary, monitor and assess learning.
- Keep records of assessment as directed (usually in the form of a mark book).
- To be fully aware of and understand the duties and responsibilities arising from the Children's Act and Working Together in relation to child protection and safeguarding and young people as this applies to the worker's role within the organisation.

- To also be fully aware of the principles of safeguarding as they apply to vulnerable adults in relation to the worker's role.
- To ensure that the designated person at the Academy & worker's line manager are made aware and kept fully informed of any concerns which the worker may have in relation to safeguarding and/or child protection.