



JOB DESCRIPTION

TEACHER OF HISTORY

This job description and Seaford College's Employment Policies, terms and conditions for Teaching Staff set out the terms upon which you will be employed by The Johnson Trust Limited at Seaford College.

Seaford College is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

This job description may be amended at any time following discussion between the Headmaster and member of staff, and will be reviewed annually as part of the performance management process.

RESPONSIBLE TO: Headmaster and Governing Body

REPORTING TO: Head of History

PURPOSE: To provide outstanding teaching and learning for the students of Seaford College.

The Post:

The History Department would welcome a dynamic and well-qualified teacher to teach in this successful department. History is a popular option subjects at GCSE and A Level and the department has consistently produced strong results. Currently there are four members of the department.

A-level History follows the OCR syllabus (H505) and we teach the following topics across 12 lessons a fortnight:

- Britain, 1930-1997
- South Africa, 1948-1998
- Changing Nature of Warfare, 1792-1945
- Independent Coursework

At IGCSE we follow the Edexcel syllabus and teach the following topics across 6 periods a fortnight:

- Germany, 1918-45,
- Civil Rights in the USA, 1945-1974
- USA 1918-1941,
- Changes in Medicine, 1848-1948

The successful candidate would be expected to teach History across A-Level, GCSE and KS3. An A-Level teacher would be expected to teach either Britain and South Africa OR Warfare and Coursework. We are aware that South Africa is a unique unit and time will be given to learn the content before teaching.

An ability to teach **some** RS would be an advantage.

The Suitable Candidate

The successful candidate is likely to have experience of teaching across the age ranges. They will be expected to foster excellent classroom practice as we have high expectations for all students across our ability range. They will be capable of supporting and developing colleagues within the department to attain those same high standards of teaching and learning. The suitable candidate will also:

- Be committed to supporting the development of suitable schemes of work and resources (including Firefly/OneNote based resources) within the department as well as having a strong awareness of educational developments.
- Be an efficient and methodical administrator.
- Be an effective communicator with strong interpersonal skills, who is committed to working with colleagues in a co-operative style. They will be happy working as part of a team.
- Care about their working environment and maintain an orderly and well-presented classroom.
- Possess positive behaviour management skills.
- Possess good ICT skills or be willing to learn.

We offer the opportunity to:

- Work in a highly-successful humanities department of dedicated teachers.
- Work with a centralised approach to department planning, assessment and prep.
- Work with a collective and consultative department where all voices are valued and heard.
- Enjoy excellent resources including interactive plasma screens.
- Join a Common Room of supportive and friendly colleagues.
- Undertake professional development appropriate to the post.
- Enjoy good prospects for career development.
- Contribute to the success of a growing and forward-thinking non-selective school.

TEACHING: KNOWLEDGE AND UNDERSTANDING

All qualified teachers will:

- Have a secure knowledge and understanding of the concepts and skills in their specialist subjects, including health and safety requirements, ICT, literacy and numeracy.
- Develop an extensive repertoire of teaching strategies that engender enthusiasm, and therefore confidence, in their students.
- Teach groups across the age and ability range as agreed with the Head of Department.
- Have knowledge of the National Curriculum Programmes of Study for KS2, KS3 and KS4 and, where appropriate, post-16 syllabi.
- Ensure that students' are taught according to their individual needs and abilities, following the syllabus and the schemes of work set by the Department.
- Have an understanding of the progression of students' acquisition of knowledge, skills and understanding through the Key Stages.
- Understand how students' learning is affected by their physical, intellectual, emotional and social development.

PLANNING, TEACHING AND CLASSROOM MANAGEMENT

All qualified teachers will:

- Contribute to the development of the schemes of work within the department.
- Contribute to the development of teaching and learning materials for use by the departmental team.
- Plan their own teaching to maximise progression in students' learning by identifying clear objectives, setting demanding expectations to challenge students, and by sharing clear targets for student learning, which build on their previous learning experiences.
- Make effective use of the assessment information on students' attainment, learning styles and progress, to plan future lessons and to identify individual needs.
- Liaise with individual students' Learning Support Teachers to support their progress.
- Prepare students for Public Examinations and provide evidence of their progress towards their Challenge Grades to their Head of Department.
- To take responsibility for the standards of behaviour in their classrooms by maintaining high standards of discipline.
- Produce positive, productive relationships to nurture self-belief and confidence in their students.
- Produce displays of work for both classrooms and Departmental areas.
- Protect the fabric of the classroom, furniture and display areas. Ensure that classrooms are left tidy after each lesson.

ASSESSING STUDENT PERFORMANCE

All qualified teachers will:

- Use different kinds of assessment for different purposes, including all aspects of 'Assessment for Learning'.
- Be aware of the benchmark data that is available for each student taught.
- Be aware of the Special Educational Needs for each students taught, including English as a Foreign Language or their very high ability.
- Work with their Head of Department to establish Challenge Grades for each student at KS4 and KS5 where appropriate.
- Set Prep according to College and Departmental Policy. Follow the Prep Timetable.
- Mark work with detailed comments, both oral and written, according to College Policy.
- Keep records of the work covered and standards achieved by each student.
- To attend parents' meetings and other events aimed at strengthening the partnership with parents.
- To write and complete reports adhering to the deadlines set by the Director of Studies.

SUBJECT AND SCHOOL CONTRIBUTION

All qualified teachers will:

- Attend and contribute to Departmental, Tutor and Staff meetings.
- Attend 'whole school' INSET.
- Attend Chapel and Assemblies.
- Undertake the role of an effective Tutor, with particular emphasis on their role as the students learning mentor.
- Contribute to the Games or the Activities programme.
- To participate in enrichment activities
- To carry out an appropriate share of the collective staff responsibility to cover for absent colleagues
- To assist with examination invigilation.
- Attend the College Open Mornings.
- Use the College Information System – SIMS – according to College Policy to keep accurate attendance and assessment data, as well as a record of Rewards and Sanctions
- Keep 'up to date' through effective professional development.
- Participate in the College Performance Management System.

GENERAL MATTERS

To assist in such duties and activities relating to the general administration and control of the school as the Headmaster and Governing Body shall, from time to time, reasonably require.

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