

# PARADIGM TRUST

<b>JOB DESCRIPTION</b>		
<b>Post Title:</b>  Lead Teacher	<b>Grade:</b>  	  Range L8 – L12
<b>Department:</b>  General		
<b>Responsible to:</b> Senior Lead Teacher		
<b>Responsible for:</b> Supporting the Senior Lead Teacher to have an impact on teaching and learning across the academy Leading on an area of whole school responsibility and/or Leading on teaching, learning and planning within a subject area		

## **MAIN PURPOSE OF THE JOB**

The Lead Teacher has responsibility for supporting the Senior Lead Teacher to develop the quality of teaching and learning across the subject areas and across the academy. This will involve curriculum planning, coaching and delivering CPD.

The Lead Teacher will:

- develop and enhance teaching practice in the subject teams to ensure that learning is good or outstanding across the academy
- work with the Senior Lead Teacher to quality assure the teaching and learning of staff across the academy
- lead on an area of whole school responsibility and/or teaching, learning and planning within a subject area

Each academy teacher is expected to:

- take responsibility for the learning and pastoral outcomes of a base group as a tutor

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## **Additional Duties**

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1. Play a full role within the life of the school community, support its ethos and encourage all staff and students to follow this example.
  2. Promote and support all school policies.
  3. Continue personal professional development.
  4. Undertake any other duty as specified by STPCD not mentioned above.
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**In addition to the above, specific responsibilities, the post holder will carry out any other reasonable duties relevant to the role as directed by the Principal**

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**EQUAL OPPORTUNITIES STATEMENT**

Adhere to the Trust's Equal Opportunities policies and ensure anti-discriminatory practice within the Department.

**COMMENSURATE STATEMENT**

Undertake any other reasonable duties commensurate with the grade as determined by the manager.

**SAFEGUARDING**

To have due regard for safeguarding and promoting the welfare of children and young people and to follow the child protection procedures adopted by the Trust.

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**Signed** \_\_\_\_\_ **Date** \_\_\_\_\_  
**Postholder**

**Signed** \_\_\_\_\_ **Date** \_\_\_\_\_  
**Principal**

## PARADIGM TRUST

### Job and Person Specification

All of the following criteria are essential unless otherwise stated and will be tested as part of the selection process. Those criteria that will be assessed at the written application form stage are marked as 'A'. Those that will be assessed as part of the selection interview process are marked as 'I'.

As a guide your written personal statement should be no more than two sides of A4.

<b>PERSON SPECIFICATION</b>		
<b>Lead Teacher</b>		
	<b>A (application)</b>	<b>I (interview)</b>
<b>Qualifications</b>		
1. Educated to degree level or equivalent.	X	
2. Qualified teacher status.	X	
<b>Experience</b>		
3. Has recent, relevant experience of teaching	X	
4. Recent and relevant professional development.	X	
<b>Knowledge and understanding</b>		
5. Has the knowledge and understanding of current and national issues in relation to student development, student progress and raising achievement at KS3&4.	X	
6. Knowledge of the use of data, tracking and target setting to raise attainment at individual student, group and cohort level.	X	
7. Ability to communicate effectively, both orally and in writing with a range of audiences.		X
8. Proven management, administrative and organisational skills.	X	
9. Understanding of and commitment to equality issues within the workplace and the safeguarding of children.		X

	A (application)	I (interview)
<b>Skills and Abilities</b>		
10. Ability to work effectively as part of a team to ensure the needs of the pupils are met appropriately.		X
11. Understanding of and ability to establish clear boundaries in relation to pupils' behaviours in line with the Trust's behaviour policy.		X
12. Good verbal and written English communication skills.	X	
<b>Planning, Teaching &amp; Class Management</b>		
13. Plans teaching and personalisation to achieve progression in students' learning.		X
14. Ensures effective teaching of whole classes, groups and individuals within the Department.		X
15. Makes effective use of assessment information on student's attainment.		X
16. Has high disciplinary standards and can manage difficult behaviour.		X
<b>Monitoring, Evaluation &amp; Review and Accountability</b>		
17. Is able to monitor student and staff performance.	X	
18. Is able to evaluate and review progress and evaluate change.	X	
<b>Additional</b>		
19. Has the ability to plan and lead on whole-school initiatives.	X	
20. Successful practice that exemplifies the Teachers' Standards.	X	
21. A willingness to initiate and participate in both cross curricular and extra-curricular activities, as well as demonstrating successful involvement in all aspects of school life.	X	
22. Has the ability to work with parents/carers, external agencies and the wider community.		X
23. Is determined to promote a culture that celebrates success.		X
24. Is a strong role model for staff and students including having excellent attendance and punctuality.		X
25. Is flexible, able to work under pressure and meet deadlines.	X	
26. The post holder must demonstrate due regard for safeguarding and promoting the welfare of children and young		X

people, and follow the child protection procedures adopted by the Trust.		
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Applicants should note that all of the above will be tested as part of our robust selection process and should ensure all of the criteria are evidenced in the written application. Candidates shortlisted for interview will be required to provide evidence of qualifications and may be subject to competitive selection tests.

*This post is subject to an enhanced DBS Disclosure and the successful applicant will be subject to relevant vetting checks before an offer of appointment is confirmed, and will be subject to rechecking as appropriate.*