

Job description – Teacher of Girl’s Games

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

Summary of the role:	Teachers at Wolverhampton Grammar School operate primarily in and around the classroom, but are expected in addition to contribute to the routine and extra-curricular life of the school, and to undertake pastoral work as a tutor. The role of a teacher encompasses many areas and the following are minimum expectations:
Main duties and responsibilities:	<p>Promoting and safeguarding the welfare of children and young persons for who you are responsible and with whom you come into contact.</p> <ul style="list-style-type: none">• to teach and prepare lessons effectively;• to work within the departmental framework as a member of the departmental team, contributing to meetings and departmental activities;• to share the necessary administration and preparation in support of the work of the department;• to support and encourage colleagues;• to set and mark homework regularly;• to attend Parents’ Evenings to discuss pupils’ academic progress and future targets;• to complete mark lists, grades, school reports routinely and occasional special reports on pupils they teach;• to assist in the promotion of the school and by making positive contributions to the open day and other marketing activities.• to undertake whole school supervisory duties as directed by the Deputy Head;• to make positive contributions to the extracurricular life of the school, either as a sports coach after school till 5.30pm or later if tournaments/fixtures away, running an extra-curricular activity, in the musical or dramatic life of the school or in other ways;• to take responsibility for the welfare and safety of pupils in their charge, having regard for the school’s Child Protection, Health/Safety and other policies.• to be responsible for the general welfare of pupils in their tutor groups and to be the first point of contact for pupils needing help;• to encourage high standards of behaviour, appearance, attendance, punctuality and work; referring persistent difficulties to the Head of Year;• to complete registration (a legal requirement) – noting absences and lateness;• to perform efficiently the routine tasks of a form tutor

You may also be required to undertake such other comparable duties as the Head requires from time to time.

Person Specification

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	Essential	Desirable	Method of assessment
	These are qualities without which the Applicant could not be appointed	These are extra qualities which can be used to choose between applicants who meet all of the essential criteria	
Qualifications	<p><i>The professional, technical or academic qualifications that the Applicant must have to undertake the role or the training that they must have received</i></p> <ul style="list-style-type: none"> • Qualified teacher status • Good honours degree • Good A level qualifications 	<p><i>The professional, technical or academic qualifications that the Applicant would ideally have to undertake the role or the training that they should ideally have received</i></p> <ul style="list-style-type: none"> • Evidence of formal in-service training Level 1 or above coaching qualifications in netball/hockey/rounders 	<ul style="list-style-type: none"> • Contents of the application form • Interview • Professional references
Experience	<p><i>The categories of work or organisations, types of achievements and activities that would be likely to predict success in the role</i></p> <ul style="list-style-type: none"> • Teach and supporting students across all abilities and giving confidence to weaker students • Experience of whole school and / or department initiatives 	<p><i>The categories of work or organisations, types of achievements and activities that would be likely to contribute to success in the role</i></p> <ul style="list-style-type: none"> • Teaching experience in an independent school with a proven track record of success • Leading and coaching teams in matches and tournaments • Personal experience of playing hockey/netball/rounders 	<p>hj</p> <ul style="list-style-type: none"> • Contents of the application form • Interview • Professional references

<p>Skills</p>	<p><i>The skills required by the Applicant to perform effectively in the role</i></p> <ul style="list-style-type: none"> • The ability to differentiate teaching to meet all needs and to stretch the most able • The ability to motivate and inspire pupils • Strong ability to communicate orally and in writing • Empathy when working with others • IT competency • Ability to use variety of teaching methods 	<p><i>The skills that would enable the Applicant to perform effectively in the role</i></p> <ul style="list-style-type: none"> • Strong organisational skills • Ability to demonstrate drills and skills in a variety of sports • Ability to communicate clearly to students both inside and out 	<ul style="list-style-type: none"> • Contents of the application form • Interview • Professional references
<p>Knowledge</p>	<p><i>The knowledge required by the Applicant to perform effectively in the role</i></p> <ul style="list-style-type: none"> • Knowledge of A level Physical Education specification (for teachers of PE A Level) 	<p><i>The knowledge that would enable the Applicant to perform effectively in the role</i></p> <ul style="list-style-type: none"> • Good subject knowledge across a wide variety of sports 	<ul style="list-style-type: none"> • Contents of the application form • Interview • Professional references

<p>Personal competencies and qualities</p>	<p><i>The personal qualities that the Applicant requires to perform effectively in the role and to ensure that the Applicant safeguards and promotes the welfare of children and young people</i></p> <ul style="list-style-type: none"> • Motivation to work with children and young people • Ability to form and maintain appropriate relationships and personal boundaries with children and young people • Emotional resilience in working with challenging behaviours • Positive attitude to use of authority and maintaining discipline • Passionate about teaching and learning • A willing team player who works productively • Ability to prioritise • A willingness to work with parents and carers to ensure positive outcomes • Willingness to be involved in the wider life of school 	<p><i>The personal qualities that would assist the Applicant to perform effectively in the role</i></p> <ul style="list-style-type: none"> • Availability most Saturday mornings for School fixtures • Up-to-date knowledge of subject in international current affairs • Willingness to bring fresh and innovative ideas about physical activity/teaching to WGS 	<ul style="list-style-type: none"> • Contents of the application form • Interview • Professional references
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