



**Teacher of Drama**

**Start Date: September 2017**

**11 – 18 Catholic Independent Girls School**

St Martha's wish to appoint a teacher of Drama. The successful applicant will be an outstanding practitioner who has the vision, energy and drive to contribute to the life of the school and raise standards of achievement.

You will have the opportunity to work within a friendly, supportive and hardworking team of teachers and support staff. Colleagues joining St Martha's are assured of regular support for personal and professional development and a team approach is strongly encouraged.

Closing Date: 10.00am on **Monday 27<sup>th</sup> March, 2017**

Interviews: **Wednesday 29<sup>th</sup> March, 2017**



Dear Applicant,

Thank you for your enquiry concerning the position of teacher of Drama at St Martha's school.

You will find included in this pack an application form, a school prospectus, a copy of our Child Protection Policy and additional details covering the role of the teacher of English.

We would appreciate receiving your application prior to the entry and in the meantime, if you require any further information, please do not hesitate to contact us. The closing date for applications is Monday 20<sup>th</sup> February, 2017 at 10.00am.

If you are sending your application by e-mail, please use the following address: [headspa@saint-marthas.org.uk](mailto:headspa@saint-marthas.org.uk)

Thank you again for your interest.

Yours sincerely

**Mr Matthew Burke**

**Headmaster**



## **Job Description – Teacher of Drama**

**Purpose of Role:** To uphold the core educational values of St Martha's; to teach students in accordance with the curriculum and published schemes of work; to enable each student to achieve her fullest potential; and to carry out all professional duties of a teacher to the standards of the profession.

Main duties:

- Be an effective class teacher, planning and delivering high quality lessons.
- Contribute to Faculty planning, and Faculty documentation, as required by the Head of Faculty.
- Work in collaboration with St Martha's programme of support for pupils with different learning needs (SEND, EAL,), ensuring that the needs of every student are met.
- Keep attendance records for each student in line with school policy.
- Record, monitor and evaluate the progress of each student.
- Mark written work within a reasonable time span, providing both constructive oral and written feedback and clear learning targets.
- Complete high quality student formal reports to parents in line with school policy.
- Set students high standards in the content and presentation of their work and to regularly review students' files.
- Understand and discharge a teacher's professional duties in child protection and be responsible for promoting and safeguarding the health, safety and welfare of St Martha's students.
- Understand and discharge the responsibilities as detailed in the school's Health and Safety documentation and Handbook, in line with the terms of employment.
- Participate in the leadership and professional development of the School by attending team and staff meetings in accordance with the terms of employment.
- Implement equal opportunities policy in all aspects of School life.
- Undertake all additional professional duties, as reasonably required by the School, commensurate with the skills of the post holder and in accordance with the terms of employment.

Competencies:

In order to achieve a good level of performance, the job holder will possess, or be working towards possession of, the following competencies:

### **Curriculum content**

- Develop students' literacy and numeracy skills appropriate to the academic subject
- Plan and prepare effective teaching programmes and lessons which ensure continuity and progression for every student.
- Possess very good subject and general teaching pedagogy, including subject-specific knowledge and skills, and keep up-to-date in subject specific developments.

### **Communication and approaches to teaching and learning**

- Possess clear communication skills using a variety of communications media to support learning and record progress, including ICT, the School's management information system, and Intranet.
- Use appropriate methodology to motivate and sustain the interest of all students, including differentiated activities and tasks, and employing a range of learning styles.
- Respond effectively and appropriately to cultural, gender, linguistic, religious and social differences and to disabilities.



### **Classroom Organisation and Management**

- Organise class, group and individual teaching to enable all students to learn effectively deploying teaching assistants and Faculty and School resources effectively.
- Create and maintain a stimulating, purposeful, orderly and safe learning environment, including appropriate classroom displays.
- Maintain positive behaviour and adopt appropriate strategies to prevent discrimination and bullying.

### **Assessment**

- Monitor, assess, record and report on aptitudes, needs and the progress of individual students, including effective summative and formative reporting.
- Use internal and external assessment results to evaluate teaching and improve learning.

### **Values, attributes and abilities**

- Show commitment and enthusiasm about teaching as a profession and encourage students to become independent learners.
- Support and contribute to the development of a positive School ethos and form helpful relationships with students and parents.
- Be committed to raising students' expectations, in collaboration with colleagues and parents.
- Participate in the School's professional review and development process, identify own continuing professional development opportunities, and participate in staff training activities (internal and external).
- Establish and maintain good relationships with colleagues, working as part of a team in all aspects of School development.

The above job description indicates only the main duties and responsibilities of this post. It is not intended as an exhaustive list.



## **Person Specification: Teacher of Drama**

### **Qualification Criteria**

- Qualified to degree level and above
- Qualified to teach and work in the UK.

### **Experience**

- Experience of raising attainment in a challenging environment
- Experience of reflecting on and improving teaching practice to increase student achievement
- Evidence of continually improving the teaching and learning of their subject through schemes of work and extra-curricular activities.

### **Knowledge**

- Up to date knowledge in the curriculum area
- Understanding of the strategies needed to establish consistently high aspirations and standards of results and behaviour.

### **Leadership**

- Effective team worker and leader
- High expectations for accountability and consistency
- Vision aligned with St Martha's high aspirations, high expectations of self and others
- Genuine passion and a belief in the potential of every student
- Motivation to continually improve standards and achieve excellence
- Effective listening skills that lead to a strong understanding of others
- Commitment to the safeguarding and welfare of all pupils.

### **Teaching and Learning**

- Excellent teacher with the ability to reflect on lessons and continually improve their own practice
- Effective and systematic behaviour management, with clear boundaries, sanctions, praise and rewards
- Thinks strategically about classroom practice and tailoring lessons to students needs
- Understands and interprets complex student data to drive lesson planning and student attainment
- Good communication, planning and organisational skills
- Demonstrates resilience, motivation and commitment to driving up standards of achievement
- Acts as a role model to staff and students
- Commitment to regular and on-going professional development and training to establish outstanding classroom practice.

### **Other**

- Commitment to equality of opportunity and the safeguarding and welfare of all pupils
- Willingness to undertake training
- This post is subject to an enhanced Disclosure and Barring Service check.