



# ST. BEDE'S COLLEGE

## Teacher of Biology

St. Bede's College is a leading Catholic Independent School that seeks to appoint an enthusiastic and dynamic teacher of Biology. The successful candidate will have the skills to teach throughout the senior College including the ability to teach A-Level. NQTs are welcome to apply.

### Job Description

<b>JOB TITLE:</b>	Teacher of Biology
<b>GRADE:</b>	St. Bede's Pay Scale
<b>TERMS:</b>	From 1 <sup>st</sup> September 2021
<b>REPORTING TO:</b>	Head of Biology

#### **MAIN JOB PURPOSE:**

- To teach Biology throughout the senior College.
- Attending relevant meetings; working as a member of a team within both the subject area and the wider faculty; contributing positively and effectively to working relations within the College.
- Have and promote high expectations of all pupils to ensure that they can achieve their full educational potential.
- To provide an appropriate balance of teaching styles and learning experiences.
- In accordance with our Mission Statement and all agreed priorities and policies, to play an important role in the delivery of high-quality teaching and learning opportunities for all pupils of St. Bede's College
- To be aware of the national Teachers' Standards and to continually strive to be excellent in all of these (<https://www.gov.uk/government/publications/teachers-standards>)

## **CORE DUTIES:**

- Provide high-quality teaching of Biology.
- Ensuring that assessments, records, reports and references are efficiently produced and recorded and that records of work covered with each class are available for monitoring of and discussion with the Head of Biology.
- Teachers are to conduct themselves in accordance with the high standards and expectations expressed in the College behaviour policy. This will be expressed through high personal professionalism, an excellent personal example for pupils, support for colleagues and a strong commitment to the school's Catholic ethos and ideals.
- As a member of the College's teaching staff, the post-holder will have a responsibility in every circumstance to promote and safeguard the welfare of pupils in the College and to ensure that all aspects of the College Safeguarding Policy are implemented.

## **KEY TASKS:**

### **1. Teaching**

- To teach enthusiastically and to a high standard all assigned pupils, according to their educational needs and abilities
- To monitor, assess and report on pupils in accordance with appropriate College policies
- To mark and record all marks from term work, assessments, course work and internal examinations. Pupils' marks, records etc. are kept for the duration of their time at the College.
- To attend regular meetings with the Head of Biology
- To achieve the best possible examination results for all students
- To set work for students, wherever possible, when absent

### **2. Other**

- To contribute - in accordance with personal interests and talents - to the College's Co-curricular Programme.
- To participate in relevant College events, such as Open Evenings, Options Evenings, etc.
- To take part in, and lead trips and visits as necessary.
- To carry out a number of assigned supervisory duties in accordance with College rota systems.
- To adhere to and carry out all relevant aspects of the school's Health and Safety Policy.
- To undertake, where appropriate, other roles, which may arise either in the department or in the wider school environment.

## **PASTORAL DUTIES:**

- Be a Form Tutor to an assigned group of students
- Promote the general progress and wellbeing of individual pupils and the tutor group as a whole
- Liaise with the Head of Section to ensure implementation of the College's pastoral system
- Register pupils, accompany them to assemblies, encourage their full attendance and their active participation in all aspects of college life
- Contribute to the preparation of Full and Interim student reports and profiling of tutor group
- Alert appropriate staff to any problems being experienced by pupils
- Communicate, as appropriate, with parents of pupils and persons or organisations outside the college concerned with the welfare of the individual pupils after consultation with appropriate staff
- Teach a weekly lesson of PSMEET to your form tutees

## **OTHER INFORMATION:**

- To contribute significantly to leadership, with regard to the displays around the College and playing an active role in House Competitions
- To participate in and contribute to the general management of the school by promoting the ethos of St. Bede's College, as detailed in the school's aims and values, and the rules and guidelines
- To work with the pastoral team by being a Form Tutor and delivering PSMEET
- To contribute to the co-curricular life of the College

This Job Description sets out the major duties and other tasks associated with the stated purposes of the post. Other duties of a similar nature appropriate to the level of responsibility vested in the post and undertaken within the College are not excluded simply because they are not itemised.

The duties of the post could vary from time to time, resulting from new legislation or changes in College Policy, and in this case, appropriate training may be given to enable the post holder to undertake the new or varied work.

This list is not exhaustive but rather an indication of the main requirements of the role.

## Person Specification

<b>Education</b>	<b>Essential</b>	<b>Desirable</b>
Good Honours degree in a related discipline	✓	
Qualified Teacher Status (current PGCE or equivalent trainees will be considered)		✓
Good record of relevant CPD		✓
Commitment to life-long learning and willingness to embrace new ideas	✓	
<b>Teaching</b>		
Ability to teach Biology at A-Level	✓	
Experience teaching Biology at A-Level		✓
Ability to teach Biology GCSE	✓	
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Ability to teach the other Sciences at KS3 and/or 4		✓
Happy to teach across a wide ability range	✓	
<b>Wider Responsibilities</b>		
Ability and willingness to promote the Catholic ethos of the College	✓	
<b>Pastoral</b>		
Prepared to act as a Form Tutor and support the College's commitment to outstanding pastoral care	✓	
Willingness to support the College's Catholic ethos	✓	
<b>Personal</b>		
Good organisational skills	✓	
A high level of professionalism in all aspects of their work	✓	
Flexible and proactive	✓	
Supportive of and sensitiveness to the needs of others	✓	
Willingness to contribute to co-curricular activities	✓	