

## **Job Description**

<b>DIRECTORATE:</b>	Children & Family Services
<b>DEPARTMENT:</b>	Primary School
<b>POST:</b>	Temporary Teacher Maternity Leave
<b>GRADE OF POST:</b>	Teacher Salary Scale
<b>RESPONSIBLE TO:</b>	Headteacher and Governing Body

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### **JOB PURPOSE:**

Carrying out the professional duties of the Teacher in accordance with the Teachers Pay and Conditions Document and other relevant statutory provisions.

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### **PRINCIPAL RESPONSIBILITIES AND ACTIVITIES:**

- Passionate about education and have the commitment and drive to be part of an AOLE Team which enables all children to succeed in their learning.
- Have an excellent working knowledge of the Curriculum for Wales.
- Be an excellent classroom practitioner who inspires and encourages children to reach their full potential through high quality learning experiences.
- Have the ability to motivate, challenge and support others.
- Demonstrate excellent communication skills to work effectively in partnership with staff, parents, governors and the local community.
- Have an excellent knowledge and understanding of skills development and pedagogy.
- Have the ability to use ICT effectively to deliver high quality teaching and learning.
- Have the ability to develop bilingualism (Welsh as a second language).
- Have experience of assessment for learning strategies.
- Have a commitment to professional learning.
- Be able to contribute to the school's extra-curricular activities.
- Have high expectations of achievement and a commitment to raising standards.
- Be adaptable, resourceful and innovative.

### **GENERAL DUTIES**

**Health and Safety**

To fulfil the general and specific roles and responsibilities detailed in the [Health and Safety Policy](#)

**Equal Opportunities**

To ensure that all activities are operated in accordance with Equal Opportunities legislation and best practice.

**Safeguarding**

Protecting children, young people or adults at risk is a core responsibility of all employees. Any concerns should be reported to the Adult Safeguarding Team or Children's IAA Service within MASH.

**Review and Right to Vary**

This Job Description is as currently applies and will be reviewed regularly. You may be required to undertake other tasks that can be reasonably assigned to you, including development activities, which are within your capability and grade.

**CRIMINAL RECORDS CHECK**

This post requires a criminal record check through the Disclosure & Barring Service (DBS)

## Person Specification

### Temporary Teacher Maternity Leave

The following attributes represent the range of skills, abilities and experiences etc. relevant to this position. Applicants are expected to meet the attributes that have been identified as essential (Yes)

Attributes	Requirements	Essential	Method of Evaluation/ Testing
<b>Qualifications, Education &amp; Training</b>	<ul style="list-style-type: none"> <li>Relevant teaching qualification.</li> <li>Registration with the General Teaching Council of Wales.</li> </ul>	<p>Yes</p> <p>Yes</p>	Production of original Qualification Certificates and application form.
<b>Knowledge &amp; Experience</b>	<ul style="list-style-type: none"> <li>Understanding of support staff management</li> <li>Teaching experience in working in foundation learning</li> <li>Experience of leading an area of learning</li> <li>Knowledge of play based learning</li> <li>Experience of teaching within Early years</li> </ul>	<p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p>	Interview, application form, references and selection process.
<b>Skills and Personal Attributes</b>	<ul style="list-style-type: none"> <li>Ability to create a happy, challenging and effective learning environment.</li> </ul>	Yes	Application form, interview and selection process.

Attributes	Requirements	Essential	Method of Evaluation/ Testing
	<ul style="list-style-type: none"> <li>Flexibility in working as part of a team.</li> <li>Good interpersonal skills.</li> <li>Good organisational skills.</li> <li>Good communication skills.</li> <li>Good ICT skills.</li> <li>Good display skills.</li> <li>The ability to communicate through the medium of Welsh.</li> </ul>	<p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p>	