

# East Park

## Job Description

<b>Job Title:</b>	Teacher
<b>Responsible to:</b>	Principal Teacher
<b>Responsible for:</b>	Class Team
<b>Working Environment:</b>	Internal / External
<b>External Contacts:</b>	Various
<b>Date of Last Review:</b>	January 2023

### KEY RESPONSIBILITIES

- Teach learners as assigned by the Head of Education including:
  - Assessing strengths and development needs
  - Planning and preparing programmes of work
  - Planning, preparation, implementation, recording and review of Personal Support Plans for learners
- Design, deliver and evaluate learning and teaching activities to effectively support delivery of the Curriculum for Excellence
- Ensure safety and welfare of assigned class team
- Manage effectively the class team, including, as appropriate:
  - Learning support staff
  - Residential support staff
  - Students on placement
  - Volunteers
- To facilitate the use of ICT throughout the curriculum
- Maintain registration with the GTCS, including full participation in professional review and development and Professional Update

### LEARNERS

- To work collaboratively with colleagues as part of a multi-disciplinary team in providing holistic, appropriate, person centred support and education to learners/students following the principles of GIRFEC
- Assess, record and report on individual progress
- Liaise with external agencies and attend reviews
- Encourage and enable learners to develop and use personal strengths and skills
- Support learners in all aspects of their education
- Support autism specific preferences and associated difficulties
- Provide positive behaviour support, in collaboration with colleagues
- Support and assist children and young people in personal care whilst in school (e.g. eating, drinking, toileting, etc)
- Take individual responsibility for promoting and safeguarding the welfare of learners

### PARENTS / FAMILIES

- Develop and sustain positive partnerships with parents and learners through:
  - Reviews and other meetings
  - Parents' meetings (including evening)
  - Reporting to parents
- Liaise with parents/ families in preparation of Personal Support Plans
- Attend social events with parents, families and carers

### OTHER STAFF

- Participate in professional review and development

- Collaborate with other staff in the preparation and delivery of learners' programmes of work, including Personal Support Plans and Coordinated Support Plans
- Support new staff during induction period

### **ORGANISATION**

- Participate in professional development activities
- Be familiar with, promote and practice East Park's policies and procedures
- Promote East Park's Vision and Values
- Ensure adherence to fire regulations and to standards of health and safety
- Contribute to an ethos which values learners, parents, staff and community
- Participate in the organisation and administration of the school
- Undertake development work relating to East Park's Improvement Plans
- Keep up to date with developments, legislation and good practice guidelines relating to education

### **GENERAL RESPONSIBILITIES**

- Any other duties as directed by the Principal Teacher or SMT
- To comply with East Park's Safeguarding policies
- To comply with East Park's Health and Safety policy
- To comply with East Park's Equal Opportunities policy
- To promote Confidentiality as detailed in East Park's Code of Conduct policy
- Promote East Park at all times
- Treat both internal and external colleagues with respect and secure effective working relationships with all colleagues across East Park

# East Park Person Specification

**JOB TITLE:** Teacher

<b>KEY FACTORS</b>	<b>ESSENTIAL</b>	<b>DESIRABLE</b>
<b>Qualifications</b>	<ul style="list-style-type: none"> <li>• A relevant teaching qualification</li> <li>• Eligibility for full registration with the General Teaching Council</li> </ul>	<ul style="list-style-type: none"> <li>• Additional professional qualification related to support for learners with additional support needs and/or autism</li> </ul>
<b>Work Experience</b>	<ul style="list-style-type: none"> <li>• Teaching experience which will enable work with learners with a range of additional support needs, including Autistic Spectrum Disorder</li> <li>• Evidence of both effective teaching practice and strong classroom management</li> </ul>	<ul style="list-style-type: none"> <li>• Experience of teaching children with additional support needs</li> <li>• Experience of team working</li> <li>• Experience of working with a wide age range of learners</li> <li>• Experience in education and/or care working environments</li> <li>• Experience of working in a charity</li> </ul>
<b>Knowledge</b>	<ul style="list-style-type: none"> <li>• An understanding of potential barriers to learning</li> <li>• Understanding of and commitment to principles of inclusion and equality</li> <li>• Understanding of the Curriculum for Excellence</li> <li>• An awareness of children's rights</li> <li>• An understanding of the roles of a variety of disciplines working with children and young people e.g. social work, health, education</li> <li>• Knowledge of current child care and child protection legislation and practice</li> </ul>	<ul style="list-style-type: none"> <li>• Knowledge of positive teaching techniques and intervention strategies</li> <li>• Evidence of creativity and imaginative implementation of the curriculum</li> <li>• Evidence of ability to adapt and differentiate curriculum to meet individual</li> </ul>
<b>Expertise &amp; Skills</b>	<ul style="list-style-type: none"> <li>• Ability to develop and implement individualised programmes of work for learners</li> <li>• Ability to assess learners' learning and to use this assessment to improve outcomes for learners</li> <li>• Ability to motivate and challenge learners</li> </ul>	<ul style="list-style-type: none"> <li>• Evidence of ability to work on own initiative</li> <li>• Evidence of good organisational skills and ability to prioritise for effective time management</li> <li>• Evidence of a solution focussed approach to difficulties</li> <li>• Evidence of working as part of a multi-disciplinary team</li> <li>• Evidence of leadership qualities</li> </ul>
<b>Personal Qualities</b>	<ul style="list-style-type: none"> <li>• Enthusiastic, imaginative and energetic approach to teaching</li> <li>• Sensitivity to the needs of learners, parents and colleagues</li> </ul>	<ul style="list-style-type: none"> <li>• A genuine commitment to equality and diversity</li> <li>• Evidence of effective communication skills</li> </ul>

	<ul style="list-style-type: none"><li>• Ability to communicate effectively, orally and in writing, with parents, learners and other professionals</li><li>• Ability to work collaboratively with other staff</li><li>• Ability to work positively as part of a team</li><li>• Willingness to undertake any necessary training to update skills as and when required</li></ul>	
<b>Other</b>	<ul style="list-style-type: none"><li>• High level of physical fitness and stamina</li><li>• Flexibility in work settings – may be required to visit any East park site</li><li>• Commitment to continuous improvement and continued professional development</li></ul>	