



Job Description

Position: Home Room Teacher
Responsible to: HoD, Principal
Functional Relationships: Principal, Senior Leadership Team.

Employment Status: Full-time, fixed term
Job Purpose: To provide leadership for the development and implementation of effective teaching and learning programmes, along with transition and co-curricular experiences for all students.

Key Tasks		
Responsibilities	Performance Indicators:	Achieved Yes/No
To be an effective teacher	<ul style="list-style-type: none"> • Students are motivated and enjoy their learning • Lessons meet the needs and interests of students and challenge them to achieve • Lessons recognise the learning needs, abilities and cultural needs of students • Programmes are developed which meet the aims and objectives of the curriculum and are revised in response to student needs • Quality and frequent feedback is given to all students • ICT is effectively integrated in teaching and learning programmes • Meet the KPIs of the position as discussed with HoD • Be aware of and knowledgeable about Vocational Pathways and its role in teaching and learning for each individual student 	
To create a positive, safe and effective learning environment	<ul style="list-style-type: none"> • School wide student management procedures are used • Positive relationships are established with students • A safe, well-managed learning environment is provided • High standards of behaviour are expected and maintained 	
To develop and implement fair, valid and appropriate assessment practices, in line with wider school and national requirements	<ul style="list-style-type: none"> • Develop and implement fair, valid and appropriate assessment practices, in line with wider school and national requirements • Appropriate, relevant and fair assessments are developed and used, based upon the relevant achievement objectives of the curriculum • Barriers to learning are identified and strategies are implemented to overcome them so that students experience success • Student achievement is recorded and student progress is monitored • Student achievement is reported according to the school reporting procedures 	



Geraldine High School

Departmental Administration Responsibilities	Performance Indicators:	Achieved Yes/No
To use the resources of the department in such a way as to maximise learning opportunities for all students.	<ul style="list-style-type: none"> ● Resources are well cared for and are stored accordingly to meet assessment and reporting expectations 	
To meet assessment and reporting expectations	<ul style="list-style-type: none"> ● Assessments are entered in a timely and accurate manner on KAMAR ● Reports are completed to a high standard and on time 	

Professional Responsibilities	Performance Indicators:	Achieved Yes/No
To be an effective member of the department and school staff	<ul style="list-style-type: none"> ● High standards of professional conduct, communication and leadership are maintained in line with the Teachers' Code of Ethics and Conduct ● The school is supported in a loyal and professional way in the wider community and within the school ● Department and staff meetings are attended; active involvement and contribution is made ● Sound working relationships are built and maintained in the department and wider school 	
To be an effective teacher	<ul style="list-style-type: none"> ● Efficient and effective organisational and management skills are evident ● Performance is monitored against the Registered Teacher Criteria and areas identified for development are addressed which is integrated into the Appraisal/Coaching system ● Positive role modeling is provided in the areas of: <ul style="list-style-type: none"> ● - relating to others ● - teaching effectiveness ● - positive student management ● - enthusiasm and commitment to the school ● - life-long learning 	