

## JOB DESCRIPTION

<b>JOB TITLE</b>	Teacher of Chemistry
<b>DEPARTMENT/SECTION</b>	Science
<b>REPORTS TO</b>	Head of Chemistry

### SAFEGUARDING:

The postholder will be required to;

- Submit an Enhanced Disclosure and Barring Check (DBS).
- Complete Child Protection Training.
- Promote and safeguard the welfare of all children and young person's they are responsible for, or come into contact with.

### JOB SUMMARY:

The Teacher of Chemistry plays a crucial role in supporting pupils in learning key scientific knowledge and skills, and in instilling in students a curiosity and enthusiasm for learning Science and Chemistry. Chemistry is one of the most popular subject choices at Forest, and the Teacher of Chemistry will play a key role in maintaining and developing this high uptake.

The successful applicant will have outstanding subject knowledge and a range of highly effective strategies to enable pupils to make excellent progress. The Teacher of Chemistry will use both formative and summative assessment techniques to effectively assess student understanding, diagnose misconceptions and provide targeted feedback.

Chemistry occupies a special place in the academic life of Forest School. It is a large and tremendously successful department, with exceptionally high student uptake at GCSE and A-level. A number of Forest pupils go on to read Chemistry, Natural Sciences and cognate disciplines at a range of leading universities.

### KEY DUTIES AND RESPONSIBILITIES:

- Teach across all levels and abilities. Forest follows the Edexcel iGCSE course (both Separate Science and Double Award Science are offered) and OCR A level Chemistry
- Set high expectations for all pupils, to deepen their knowledge and understanding
- Stimulate and develop a sense of curiosity, interest and enjoyment of the subject
- Plan well-structured lessons with explicit learning outcomes and success criteria that will develop pupils' knowledge of science, chemistry, and scientific skills
- Plan, carry out and, where necessary, keep records of practical activities that embed and extend key knowledge and skills
- Use a range of effective teaching and learning strategies to support students in making excellent progress

- Provide regular diagnostic feedback on pupils' areas for development which enables them to improve
- Take on departmental duties and responsibilities when allocated by the Heads of Chemistry and/or Science
- Work effectively as a member of the team on curriculum development and strategies for effective teaching and learning
- Make a contribution to after school clubs (e.g. Chemistry Challenge club and STEAM society)
- Engage in extra-curricular activities such as Olympiads and visits to institutions

## TEACHER - GENERIC DUTIES AND RESPONSIBILITIES

Below sets out the generic main duties and responsibilities of any teacher at Forest School. Those holding positions of responsibility have specific job descriptions in addition to the duties described below. Above all, Forest School teachers are professionals who carry out their duties responsibly and with regard for the best interests of their pupils and the School.

### Teaching and Learning

- Plan, prepare and deliver engaging lessons with explicit learning intentions and success criteria.
- Plan for the most effective strategies to support pupil learning.
- Encourage pupils and show passion for their subject in the classroom.
- Provide regular feedback according to departmental and School marking and feedback policies, giving diagnostic feedback and maintaining records of pupil's progress in their subject.
- Demonstrate an awareness of formative feedback strategies and personalise the learning of all pupils, as appropriate.
- Plan for purposeful, engaging and safe practical activities
- Participate in mutual lesson observations both within and beyond their department as a part of sharing best practice.
- Use teaching strategies that allow for the full range of ability and learning styles in each class.
- Research new topic areas and maintain up-to-date subject knowledge.
- Undertake report writing and the award of internal grades as required.

### Department

- Carry out any reasonable subject-related duties assigned to them by the Head of Department.
- Attend department meetings and moderation meetings as requested by the Head of Department.
- Contribute to the Department's devising and writing of new subject materials when required.
- Be familiar with the contents of their Department Handbook and endeavour to follow closely the guidance and departmental schemes of learning.

### Co-Curricular

- Contribute imaginatively to the co-curricular, extra-curricular and sporting programmes of the School as required and be prepared to run or assist with activities beyond lesson times and on Saturdays when required.
- Take part in the outdoor programme of the School in activities ranging from Games to the Duke of Edinburgh's Award and the Combined Cadet Force.

### Pastoral

- Be familiar with the School's health and safety guidance and be responsible for personal health and safety and that of the pupils.
- If full-time, be prepared to undertake the pastoral role of a form tutor.
- Manage pupil behaviour in the classroom, establish an orderly working environment and ensure the safety and good conduct of the pupils in line with Forest's policies and procedures.

*Forest School is committed to safeguarding and promoting the welfare of children. Appointment to this position requires an enhanced DBS disclosure.*

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- If present in School, attend assemblies and Chapel, supervising the pupils, unless permission has been granted by the Deputy Warden that they be excused.

#### Other Professional Duties

- Conduct themselves in an appropriate professional manner at all times.
- Support and foster the aims of the School.
- Be familiar with the contents of the Staff Handbook, the School's aims and policies and endeavour to follow these closely.
- Carry out such duties, including cover for absent colleagues and examination invigilation, as are allocated to them by their Head of Department or Senior Teachers, punctually and efficiently.
- Attend staff meetings, Parents' Evenings, Inset sessions and similar important functions both in and out of normal School hours; participate in the main Saturday Open Day for prospective parents and pupils.
- Notify the Head of Department and the Deputy Warden as early as possible if absent from School and set rigorous, appropriate work.
- Attend relevant in-service training each year, after obtaining the consent of their Head of Department and the Deputy Warden.
- Take part in the School's performance management and appraisal schemes

#### FOREST SCHOOL'S POLICY AND PROCEDURE

The postholder is required to actively follow and abide by all Forest policies and procedures including Equal Opportunities, Safer Recruitment and Child Protection, and will maintain an awareness and observation of Fire and Health & Safety Regulations

If during the course of time the duties and responsibilities should change, the job description will be reviewed and amended in consultation with the postholder.

The postholder will carry out any other duties as are within the scope, spirit and purpose of this job description as requested the line manager or Head of Department/Section.