

# Saint Felix School

**Job Description – Textile & Art Teacher**

*Please note that this non-contractual Job Description is not fully inclusive and tasks may change according to operational needs*

Saint Felix School, Southwold has been providing educational excellence for over 125 years to children from Suffolk, Norfolk and further afield. Set in 75 glorious acres on the Suffolk coast, just minutes from the sea, this co-educational independent school caters for boarders and day pupils from the ages of 2 to 19 including international students from around the world.

There are approximately 300 pupils with roughly 80 in our three Boarding Houses.

Academic excellence is central to life at Saint Felix School and we encourage all pupils to aspire to the highest possible standards and to exceed their expectations. Our success is demonstrated by impressive examination results at GCSE and A Level. The vast majority of our leavers go on to Higher Education.

The school adopts a non-selective entry policy which seeks to provide an environment where all pupils will thrive academically. It emphasises continuity of education through to 16+. We believe in a holistic education that exposes pupils to a wide range of experiences and opportunities. We also aim to attract pupils from a diverse range of backgrounds.

We place great emphasis on the value of Sport, Music, Drama and the Arts for the teamwork, self-motivation and discipline they instil, and encourage pupils to explore their individual talents. Boarding is at the heart of the school and all full-time members of staff are expected to contribute to the wider life of the school through involvement in the tutoring system and in activities outside the classroom.

**Role Purpose**

We are seeking to appoint an enthusiastic, inspiring, committed and well qualified teacher of Textile and Art to work in this well-established department and contribute to its excellent results at all levels. The successful candidate should be able to teach across the whole age of Year 7 - Year 13 and ability range. The post holder will be expected to take part in the future development of the subject both within the curriculum and co-curricular programmes.

Textile and Art are popular and highly valued subjects at both GCSE and A Level and students follow the AQA and Edexcel Syllabus respectively.  Art scholarships are offered in order to highlight the importance of this subject and many of our Year 13 leavers continue this subject at degree level.

**Line management**

**Reports to**:   Head of Faculty

**Key Interfaces**:   Assistant Head (Academic), SENCo, Exams Officer

**Staff Reports**: N/A

**Duties and Responsibilities**

* To be a part of the developing vision of the department through the delivery of effective lessons and exciting performance opportunities throughout the school.
* Teach interesting and engaging art and textiles across a variety of age groups.
* Ensure the students are fully supported, academically and pastorally, working closely with the Head of Faculty.
* To reflect on their own teaching skills and provide feedback to other members of the department and take appropriate action to improve further the quality of teaching and learning.
* Ensure assessment, curriculum coverage, continuity and progression in the subject for pupils of all ages and abilities, including special educational needs and English as an additional language.
* To monitor progress and evaluate the effects of any improvement strategies on teaching and learning by working with the Head of Faculty, analysing work and outcomes.
* To ensure that internal examinations are set and marked by the required date and that results are entered into the school management system.

**General**

* To promote and safeguard the welfare of children and young persons for whom you are responsible and with whom you come into contact. You must be aware of and adhere to:
* all school safeguarding related policies and regulatory requirements;
* the Employee Handbook (Including the Staff Code of Conduct) and any other school policies relating to the role
* To operate at all times within the stated policies and practices of the school
* To establish effective working relationships and set a good example through their presentation and personal and professional conduct
* To ensure any safety regulations are observed
* Ensure the values of participation, partnership, sustainability, social responsibility, cost effectiveness, transparency and accountability are reflected in your work
* Undertake any other responsibilities as may reasonably be required from time to time

The above is an indication of the requirements of the post and is not meant to be inclusive or exhaustive. Any role that needs reasonably to be undertaken should also be undertaken whether or not included in the above.

The School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. The post holder’s responsibility for promoting and safeguarding the welfare of children and young persons for whom he/she is responsible, or with whom he/she comes into contact will be to adhere to and ensure compliance with the school’s Child Protection Policy Statement at all times. If in the course of carrying out the duties of the post, the post-holder becomes aware of any actual or potential risks to the safety or welfare of children in the school, he/she must report any concerns to the Designated Safeguarding Lead.

This non-contractual job description is not necessarily a comprehensive definition of the post. It will be reviewed at least once every two years (as part of the appraisal process) and it may be subject to modification or amendment at any time after consultation with the holder of the post.

Page Break

**Person Specification**

|  |  |  |  |
| --- | --- | --- | --- |
| **Requirement**  | **Essential**  | **Desirable**  | **Method of assessment**  |
| **Qualifications**  | * Graduate in relevant subject
* DfE recognised Qualified Teacher Status

  | Masters degree  | Application  |
| **Knowledge**  | * Successful teaching of Textiles/ Art at KS3, GCSE & A Level
* Strategies for raising achievement in the curriculum area
* Understanding of theory and practice of effective teaching and learning
* Full working knowledge of the Textile/Art syllabus
* Knowledge of National curriculum requirements at KS3, KS4 and KS5
* Understanding of inclusive provision

  |    | Application Interview  |
| **Skills**    | * The ability to work as part of a team and to develop and maintain positive relationships with teaching and other support staff
* Good level of ICT skills
* The ability to create a motivating and safe learning environment for all pupils
* The ability to communicate positively with parents/carers
* Be able to provide constructive feedback and advice on raising attainment
* Good communication skills both written and verbal
* Be able to take responsibility for own professional development
* Ability to motivate pupils and raise their aspirations through a range of strategies e.g. assessment for learning

  |      Knowledge of Teams   | Application Interview  |
| **Attributes**  | * The ability to multi-task in a complex and demanding environment
* The ability to build and maintain highly effective working relationships with a range of people (both internally and externally)
* Strong attention to detail, and excellent time management skills
* Enthusiastic, diplomatic and calm under pressure
* Ability to develop creative ideas and transform them into practical reality
 |   | Application Interview  |
| **Other**  | * Student focused commitment
* Ability to inspire
* Strong motivation and sense of initiative
* Role model for pupils and staff
* Excellent attendance and punctuality
 |   | References and interview  |