

Job Description and Person Specification

Job Title	Subject Teacher - Mathematics and another relevant IB subject
Salary	£24,328-£41,074 - DEPENDANT ON EXPERIENCE
Responsible To	Faculty Head, Mathematics
Key Contacts and Relationships	Students, Leadership Team, Faculty Head, Faculty team, Head of Tutors and Student Affairs, Heads of Year, Head of Studies and IB Coordinator, all college employees, parents, University Guidance Team

Vision, Mission and Values

All employees are expected to acknowledge, support, commit to and comply with the [UWC Vision, Mission and Values](#). In addition, the [Employee, Volunteer and Contractor Code of Conduct](#) and [Safeguarding and Respectful Community Policy](#) must be adhered to

Job Purpose

- To promote student learning and be accountable for student progress and development within the specific subject area and to raise standards of student attainment, attitudes to learning and achievement
- Promotes and maintains high professional standards within the classroom and wider College community in support of the aims and ethos of the UWC movement and UWC Atlantic
- To ensure that excellent standards are maintained and that the Faculty continues to excel and progress
- To undertake teaching duties in accordance with the College's schemes of work and the defined IB curriculum
- To support and clearly and positively communicate the ethos and ideals of the UWC mission and the College in theory and practice

Key Accountabilities

- Provides effective and proactive teaching and learning to students participating in the subject area ensuring that lessons are based on clear learning objectives and that all students make progress
- Plans and delivers lessons and other learning activities, maintaining a purposeful and calm atmosphere in the classroom and other learning areas
- Liaises with other colleagues to deliver units of work in a collaborative way and contributes to the production and preparation of schemes of work
- Is aware of and makes provision for students who have particular individual needs e.g. ALN, very able, etc
- Sets targets for student attainment levels using prior achievement data
- Sets work for students absent from lessons in line with the College's policies
- Supervises Extended Essays as and when required
- Promotes, supports and participates in the co-curricular programme to ensure students engage with the UWC Mission and participates in co-curricular sessions
- Provides clear direction, promoting positive and constructive attitudes in students
- Assesses, records and reports on student performance, maintaining rigorous and accurate records, including students' attainment, attendance, homework set and outline lesson plans
- Marks and returns work in line with the assessment policy, including feedback for improvement and progress for each student
- Provides assessment reports when required within the assessment cycle and additional "round robin" reports when specifically requested
- Ensures that suitably differentiated material and learning pathways are provided to challenge all students at the appropriate level, regardless of their ability
- Assists the Head of Faculty in undertaking suitable evaluation and analysis of examination results and performance at the beginning of the academic year and agreeing corrective actions resulting from the evaluation and analysis
- Provides effective and proactive support for students to promote their general progress and well-being

<ul style="list-style-type: none">● Acts as a tutor to an assigned group of students and builds relationships with all students, being available when needed to listen and offer support and encouragement
<ul style="list-style-type: none">● Alerts colleagues to any issues being faced by students and makes recommendations as to how these may be resolved
<ul style="list-style-type: none">● Works cooperatively with colleagues, establishing effective working relationships and leading by example in terms of personal and professional conduct
<ul style="list-style-type: none">● Takes responsibility for personal development and progression, making full use of development opportunities and training
<ul style="list-style-type: none">● Attends meetings as appropriate and actively contributes
<ul style="list-style-type: none">● Participates in, and fully engages with, the Personal Performance and Development Review process
<ul style="list-style-type: none">● Complies with all College policies
<ul style="list-style-type: none">● Any other duties as required

**Person Specification
Subject Teacher**

	Criterion HIGHLIGHTED (GREY) CRITERION MUST BE ADDRESSED ON THE APPLICATION FORM	Essential or Desirable (E / D)	How Assessed	
			Application Form	Interview
Qualifications	Recognised teaching qualification	E	•	
	A degree (or qualification to the equivalent of degree level) in the specialist subject or a related subject	E	•	
	Higher degree or further qualification	D	•	
	The ability to drive (or learn to drive) a minibus	D	•	•
Experience	Subject specific teaching experience and the ability to teach the IB Higher Level and IB Standard Level course	E	•	•
	Experience and knowledge of working with sixth-form age students in a teaching and learning environment	E	•	
	Demonstrable passion and detailed knowledge of subject area	D	•	
	Knowledge and experience of working with the IB curriculum	D	•	•
	Experience of working in an international setting	D	•	•
	Ability to offer activities aligned with the co-curricular programme	D		•
	An understanding of a boarding school/ independent school environment	D	•	
	Ability to adapt personal teaching style to suit a student body made up of 15 - 19 year olds from different educational systems and cultures	E	•	•
	Willingness to undergo training in an area of the co-curricular programme and gain knowledge, experience and qualifications	E		•

Skills and Knowledge	Ability to use appropriately a range of teaching and learning strategies for whole classes, individuals and groups which stimulate, challenge, engage and motivate students	E	•	•
	Ability to set clear and appropriate targets, feedback to students and make use of assessment information to promote each student's attainment and progress, and to plan future lessons	E	•	•
	A demonstrable ability to successfully create, motivate and inspire students	E		•
	Ability to encourage and maintain a good standard of discipline in the classroom through well focused teaching, positive relationships and good classroom management	E		•
	Understanding of statutory requirements relating to health and safety, equality and diversity, ALN and Safeguarding	E		•
	Ability to work independently and to seek and implement new solutions	E	•	•
	Excellent IT skills and ability to use Google Classroom and suite	E	•	
	Ability to problem solve and find solutions	E		•
	Excellent time management, organisational and planning skills and an ability to differentiate tasks appropriately and to work to tight deadlines	E		•
	Able to successfully work independently, under own initiative and as part of a team	E		•
	Excellent communication skills with the ability to communicate at all levels and to simplify complex issues and concepts	E		•
	Internationally-minded with a demonstrable passion for and deep understanding of the UWC mission and the identity of the college, including the ability to clearly and positively communicate the ethos and ideals of the college in theory and practice	E	•	•
	A professional approach to work with an ability to build strong rapport with a broad spectrum of people e.g. students and colleagues	E		•

Personal attributes	Determination to encourage the highest quality of learning experience for all students	E	•	•
	Passionate about teaching and learning and able to enthuse and reflect upon experience	E	•	•
	Commitment to continuous professional development	E	•	•
	Ability to work well under pressure, remain calm and cope with the unexpected	E		•
	Ability to work collaboratively	E		•
	Commitment to the promotion of equality and diversity and operating in a safe and healthy requirement	E	•	
	Commitment to continuous personal improvement	E	•	
	Flexibility to work outside the normal working week	E	•	
	Commitment to the safeguarding of children and young adults	E	•	•