



Job Description

Position: Home Room Teacher
Responsible to: Principal
Functional Relationships: Principal, Deputy Principal and Assistant Principals, School Social Worker, Careers/Academic and Pastoral Deans, Level Deans, Vertical Form teachers, HOD's, staff, pupils, caregivers

Employment Status:
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 	



	<ul style="list-style-type: none"> • Student achievement is recorded and student progress is monitored • Student achievement is reported according to the school reporting procedures 	
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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: • - relating to others 	



Geraldine High School

	<ul style="list-style-type: none">• - teaching effectiveness• - positive student management• - enthusiasm and commitment to the school• - life-long learning	
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Signature of Employee

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Signature of Manager