



# TEACHER OF DRAMA

## JOB DESCRIPTION & PERSONAL SPECIFICATION

**Job Title:** Teacher of Drama

**Responsible To:** Head of Department

**Responsible For:**

Teaching Drama on a designated timetable from KS3-KS5

*SAIntS is committed to safeguarding and promoting student welfare - full background checks will be conducted.  
SAIntS proudly champions diversity, equity, inclusion, justice, and belonging in all we do.*

Essential Qualifications & Skills	Desirable Qualifications & Skills
<ul style="list-style-type: none"><li>• Good degree or equivalent in Drama or related subjects.</li><li>• Teaching qualification - PGCE &amp; QTS or equivalent</li></ul>	<ul style="list-style-type: none"><li>• Evidence of further education e.g. MA</li></ul>
Essential Experience	Desirable Experience
<ul style="list-style-type: none"><li>• Teaching experience</li><li>• Experience of using baseline data in teaching</li><li>• ICT literate for teaching purposes</li></ul>	<ul style="list-style-type: none"><li>• Teaching iGCSE, BTEC and A-level</li><li>• <b>Teaching of KS3 English</b></li><li>• Experience of curricular development</li><li>• Evidence of systematic professional development</li></ul>
Essential Personal Qualities	
<ul style="list-style-type: none"><li>• A passion for lifelong learning</li><li>• Ability to inspire students</li><li>• Ability to motivate students to realise their potential academically and personally</li><li>• Ability to work in a team</li><li>• Able to empathise</li><li>• Able to meet deadlines</li><li>• Able to use initiative</li><li>• An excellent teacher</li><li>• Committed to learning in and outside of the classroom</li><li>• Committed to maintaining the caring and supportive ethos of the school</li><li>• Committed to the safeguarding of children, young people and adults</li><li>• Excellent communication skills</li></ul>	

- Excellent interpersonal skills
- Flexible and adaptable, able to cope with change
- Honest and trustworthy
- Organised
- Resilient
- Willing to contribute to co-curricular activities
- Willing to go the extra mile
- Willing to learn and develop within the role
- Willing to take on new roles and responsibilities
- Willing to contribute to the wider community

### Job Description - Core Responsibilities

- Plan, prepare and deliver lessons for Drama schemes to a consistently high standard for Key Stage 3 to 5 under the direction of a line manager
- Implement agreed learning activities for students to enrich their learning in and out of the classroom
- Ensure coverage of Schemes of Learning and relevant curriculum to enable students to meet their expected progress and beyond
- Use formative and summative assessment in line with subjects needs
- Take an active role in moderation of students work
- Actively support productions and performances outside of lesson times
- **Teach some KS3 English**

### Teaching Responsibilities

- Attend and participate in regular meetings
- Attend parents' evenings and other community events to promote community cohesion
- Attend to students' personal needs and provide advice to assist in students' social, health and personal development
- Cover lessons for absent colleagues
- Ensure a safe working environment and properly assess risk
- Ensure clear discipline in and out of the classroom and use the school B4L system consistently
- Ensure safeguarding training is up to date
- Ensure that students are aware of the aims and objectives of the subject matter, and of the teaching and learning sequences
- Establish constructive relationships and communicate with other agencies/professionals, in liaison with teachers, to support achievement and progress of students
- Fulfil necessary administrative tasks as directed by the HoDs and other managers
- Implement relevant interventions for students
- Invigilate exams when required
- Keep up to date with educational developments and apply this knowledge to teaching and learning
- Liaise with other members of staff including the Learning Support department and non-teaching staff
- Mark students work and give appropriate feedback to students
- Provide objective and accurate feedback to staff on student's achievements and write quality subject reports when requested
- Record interventions provided accurately in a timely fashion
- Record progress and attainment of students
- Support in the supervision of students while they complete relevant assessments
- Support students' access to learning using appropriate strategies and resources
- Track progress and attainment and recommend interventions and record impact

## Pastoral Responsibilities

- Be a form tutor and ensure this covers the full description of this role – Available upon request
- Deliver Life Skills Lessons as part of year programme
- Partake in team building activities, including annual trips including a residential
- Participate in House activities
- Contribute to afternoon co-curricular program
- Take part in whole school events such as swimming gala and sports day
- Assist with boarding if required

## General Responsibilities Common to All Staff

- Be smartly dressed, establish a business-like environment
- Carry out duties as may be required from time to time commensurate with the overall responsibility of the post
- Comply and actively promote school policies, including Safeguarding, Prepared for Learning, Equal Opportunities and Health and Safety
- Confront negative student conduct and take appropriate steps to deal with it
- Deal with all communication and personal enquiries efficiently and effectively, in a way that promotes a positive image of the school
- Promote excellent relationships and a positive ethos when communicating with students, staff, parents and external contacts
- Promote positive student and staff conduct
- Undertake training and development relevant to the post

***This job description can be reviewed annually and may be subject to amendment or modification at any time after consultation with the post holder. It is not a comprehensive statement of procedures and tasks but sets out the main expectations of SAIntS in relation to the post holder's professional responsibilities and duties.***