

EAST LoTHIAN COUNCIL

Job Outline

Post Title:	Primary Class Teacher
Service:	Education and Children's Services
Location:	Primary School as advertised
Immediate Supervisor:	Head Teacher

Purpose of the Job

To undertake class-teaching duties

Major Tasks

To teach assigned classes together with associated planning, preparation, correction and assessment.
 Developing the school curriculum
 Assessing, recording and reporting on the work of pupils. Providing advice and guidance to pupils on issues related to their education.
 Promoting and safeguarding the health, welfare and safety of pupils.
 Working in partnership with parents, support staff and other professionals.
 Undertaking appropriate and agreed Career Long Professional Learning (CLPL).
 Participating in issues related to school planning, raising achievements, monitoring and tracking of all pupils and individual reviews.
 Prioritising outdoor and active engagement in learning and the wider needs of the school

Responsibility

To fully undertake all the tasks above

Relevant Qualifications

Appropriate primary qualification

For Permanent Posts: Full GTCS Registration is required.

For Temporary Posts: Full/Provisional GTCS Registration is required.

PVG Membership (Children) is an essential requirement of this post.

Skills/Experience Required

You will be required to be an excellent classroom practitioner with a very good understanding of Curriculum for Excellence and use of all the outcomes and experiences in daily planning, learning teaching. You will be required to use your initiative, show enthusiasm, have flexibility and commitment and be able to work as part of a dedicated team.

Candidates applying for this post should seek advice on approval procedures for working in a Roman Catholic School. Information can be found on the Scottish Catholic Education Service website: <http://www.sces.uk.com/approval.html>.

PERSON SPECIFICATION

Post Title	Primary Class Teacher
Service Area	Education and Children's Services
Workplace	Primary School as advertised
Immediate Supervisor	Head Teacher

Attributes	Essential	Desirable
Education & Training	Appropriate primary qualification For Permanent Posts: Full GTCS Registration is required. For Temporary Posts: Full/Provisional GTCS Registration is required. PVG Membership (Children) is an essential requirement of this post.	
Previous Experience (Paid & Voluntary Work)	Has experience of working as part of a team to provide very good quality-learning experiences. Is familiar with positive approaches to discipline.	Experience of working with children at different stages. Experience of participating in new initiatives in line with a Curriculum for Excellence.
Knowledge/ Skills /Competencies	Ability to communicate effectively. Ability to demonstrate very good understanding of teaching and learning. Ability to give evidence of very good pupil management skills. Ability to form good relationships with pupils, parents and colleagues. Willingness to contribute to the wider life of the school eg contribute to school development plan; serve on staff groups and parental organisations and to support school events. Relevant IT skills.	Evidence of contributions to school life. Use of IT to promote learning and teaching. Willingness to develop the use of outdoor learning.

Personal Qualities	Ability to work under pressure Ability to develop and maintain good relationships. Well organised, good time management, good planning and prioritising. Hardworking and enthusiastic, flexible and able to motivate others with a positive 'can do' attitude.	Commitment to personal professional development
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