

JOB OUTLINE	
JOB TITLE: Primary Class Teacher	JET CODE: TS
DIVISION: Education & Children's Services	
SERVICE/BUSINESS UNIT: Roman Catholic Primary School as advertised	
REPORTING TO: Head Teacher	
RESPONSIBLE FOR: None	
JOB PURPOSE: To undertake class-teaching duties	
MAIN DUTIES: Teach assigned classes together with associated preparation and correction. Develop the school curriculum. Assess, record and report on the work of pupils. Prepare pupils for examinations and assist with their administration. Provide advice and guidance to pupils on issues related to their education. Promote and safeguard the health, welfare and safety of pupils. Work in partnership with parents, support staff and other professionals. Undertake appropriate and agreed Career Long Professional Development (CLPL). Participate in issues related to school planning, raising achievement and individual review. Contribute towards good order and the wider needs of the school.	
ESSENTIAL REQUIREMENTS FOR THIS ROLE Qualifications/Experience: Appropriate primary qualification For Permanent Posts: Full GTCS Registration is required. For Temporary Posts: Full/Provisional GTCS Registration is required.	

Disclosure Scotland:

This role requires **PVG clearance** for regulated work with children. ELC will submit a PVG application on behalf of the preferred candidate and receipt of the subsequent PVG certificate will be **required prior to commencement**.

Scottish Social Services Council:

None.

PERSON SPECIFICATION		
Attributes	Essential	Desirable
Education, Registration & Training	Appropriate primary qualification For Permanent Posts: Full GTCS Registration is required. For Temporary Posts: Full/Provisional GTCS Registration is required. Disclosure Scotland: This role requires PVG clearance for regulated work with children. ELC will submit a PVG application on behalf of the preferred candidate and receipt of the subsequent PVG certificate will be required prior to commencement. NB: Applicants for posts in Roman Catholic Schools must satisfy the Roman Catholic Church Authorities as to their religious belief and character. An application form for approval can be downloaded from the Scottish Catholic Education Service: Church Approval Scottish Catholic Education Service SCES	
Previous Experience (Paid & Voluntary Work)	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. 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
Council Behaviours	We are Person Centred We Initiate and Embrace Change We Strive to be the Best we can be We make things Happen We work Together	