The Abbey Scoil na Mainistreach
Christian Brothers'
Grammar School

Teacher of History to A Level

Commencing 1 September 2024

1. **Post Details**

- Post Title - Assistant Teacher of History to A Level
- Department – History
- Full time, permanent

2. **Purpose of Post**
- To teach History to A Level

3. **Major Tasks**
- To deliver the Northern Ireland Curriculum as directed by the Department of Education
- Carrying out the activities listed below:
- To identify with the aims and objectives of the school, ensure they are upheld and that pupils are aware of the ERST ethos and philosophy of the school.
- To act as a Form Teacher and carry out the prescribed duties and implement school pastoral care policies in this respect.

4. **Reporting Relations**
- The post holder will report to the Head of History, Head of Year, the Senior Leadership Team and the Principal.

5. **Main Activities**
- To teach History throughout the school;
- To co-operate with the Head of Department in the implementation of departmental policies and decisions;
- To undertake pastoral responsibilities for any class to which he/she is designated and to deliver the school pastoral PD programme;
- Planning and preparing courses and lessons and making such schemes of work available to the Principal, Senior Leadership Team and HoD as and when requested;
- Participating in regular departmental meetings and reviewing strategies for learning and teaching and programmes of work;
- Advising and co-operating on the preparation and development of courses of study, teaching materials, teaching programmes, strategies for teaching and assessment;
- To work with the Learning Support Team to maximise the potential of all students;
- Assessing, recording and reporting on the development, progress and attainment of students using SIMs;
- Maintaining good order and positive discipline among students;
- To effectively use e-technology to enhance learning and teaching;
- To recognise that the teacher is a learning leader in a school and complete all appropriate TPL activities;

- To contribute to the extracurricular life of Abbey CBGS including providing opportunities to celebrate success in departmental competitions and projects;
- Supervising and teaching, on a rota basis, any pupils whose teacher is not available;
- To carry out any other duties as may be reasonably required of him/her as an assistant teacher in the school.

6.0 **Note**

- The above is an exemplar of the MAJOR TASKS and ACTIVITIES of the post. It is not intended as an exhaustive list of every duty attached to the post. The full professional duties of the post are set out in Schedule 3 of the Teachers' (Terms and Conditions of Employment) Regulations (NI) 1987.
- The job description also includes any other reasonable task deemed appropriate by the Principal in light of organisational or curricular change. Abbey CBGS operates a No Smoking Policy and a Dress Code for Staff.