

Associate Teacher

Job Descriptions

| | Graduate Associate | Gap Year Associate |
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| Essential | <ul style="list-style-type: none"> • Degree in relevant subject • High standard of Literacy & Numeracy: GCSE Grade 4 or C minimum in both English and Maths | <ul style="list-style-type: none"> • 3 A Levels (or equivalent) • At least one A Level in relevant subject • High standard of Literacy & Numeracy: GCSE Grade 4 or C minimum in both English and Maths |
| Desirable | <ul style="list-style-type: none"> • Experience of working with young people • Excellent IT skills for record-keeping, presenting information and personal organisation • An interest in training to teach in the near future | <ul style="list-style-type: none"> • Experience of working with young people • Sound IT skills for record-keeping, presenting information and personal organisation • An interest in working with young people as a career |
| Job purpose | To support teachers in meeting the learning needs of students from 11-18 in the relevant subject(s) | To support teachers in meeting the learning needs of students from 11-16 in the relevant subject(s) |
| Specific responsibilities of the post | <p>Work under the direction of class teachers to:</p> <ul style="list-style-type: none"> • Support learners in the classroom • Provide feedback to class teachers about progress and understanding of students in lessons • Work with individuals or groups to re-teach or pre-teach some key content • Deliver resources identified by the class teacher to support learning <p>Work in partnership with class teachers and subject leaders to:</p> | <p>Work under the direction of class teachers to:</p> <ul style="list-style-type: none"> • Support learners in the classroom • Provide feedback to class teachers about progress and understanding of students in lessons • Work with individuals or groups to re-teach or pre-teach some key content • Deliver resources identified by the class teacher to support learning |

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| | <ul style="list-style-type: none"> • Provide specific, planned input to individuals or groups outside the classroom • Plan, prepare and deliver time-limited support-programmes that cover gaps in learning in order that students can play a full part in lessons • Review the knowledge, skills and understanding gained by students in these sessions • Give feedback to students about their next steps while they are learning | |
| Responsibilities as a member of staff | <ul style="list-style-type: none"> • To ensure an appropriate individual response to whole school priorities • To support the personal and social development of students within the school • To engage actively in the Appraisal Review process • To implement all school policies | <ul style="list-style-type: none"> • To ensure an appropriate individual response to whole school priorities • To support the personal and social development of students within the school • To engage actively in the Appraisal Review process • To implement all school policies |
| Personal Qualities: the member of staff is expected to be | <ul style="list-style-type: none"> • Committed to the principles of comprehensive education and equal opportunities • Committed to the ethos of Magdalen College School • Committed to teamwork within all aspects of the school • Proactive in terms of furthering their professional knowledge and skills • Punctual for all commitments | <ul style="list-style-type: none"> • Committed to the principles of comprehensive education and equal opportunities • Committed to the ethos of Magdalen College School • Committed to teamwork within all aspects of the school • Proactive in terms of furthering their professional knowledge and skills • Punctual for all commitments |

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| | <ul style="list-style-type: none"> Professional in the way that they carry out all aspects of their role and in their relationships with all members of the school community | <ul style="list-style-type: none"> Professional in the way that they carry out all aspects of their role and in their relationships with all members of the school community |
| Pay information | Grade G, Point 8 pro rata: £15,382.71 (FTE £20,493) Hourly rate: £11.50 | Grade D, Point 3 pro rata: £12,871.74 (FTE £18562) Hourly rate: £9.62 |
| Working hours | 9am-3.30pm daily (with 30 minutes unpaid lunch break) | 9am-3.30pm daily (with 30 minutes unpaid lunch break) |
| Contract details | Temporary, fixed-term contract linked to external funding stream for 'COVID catch-up'. 39 weeks-per-year contract (term-time only) 30 hours per week (open to negotiation) Start Date: asap End Date: July 22 nd 2022 | Temporary, fixed-term contract linked to external funding stream for 'COVID catch-up'. 39 weeks-per-year contract (term-time only) 30 hours per week (open to negotiation) Start Date: asap End Date: July 22 nd 2022 |