



# Job description: History (KS3-KS5) and Politics teacher (KS5)

## Job details

**Salary:** M1-UPS3 (Inner London)

**Hours:** 32.5 hours per week

**Contract type:** Full-time (Term-time only), fixed-term

**Reporting to:** Head of department

## Main purpose

The classroom teacher will:

- Fulfill the professional responsibilities of a teacher, as set out in the [School Teachers' Pay and Conditions document](#)
- Meet the expectations set out in the [Teachers' Standards](#)
- Take specific responsibility and accountability for the day-to-day management and organisation of their key subject

## Duties and responsibilities

### Teaching and learning

- Plan and deliver engaging and well-structured History lessons at KS3-KS5, following the national curriculum
- Teach Government and Politics at KS5, delivering high-quality lessons that develop students understanding of political systems, ideologies, and contemporary issues
- Use a range of teaching strategies to challenge and inspire students of all abilities, fostering critical thinking and independent learning
- Set high expectations for pupils, encouraging debate, discussion, and analytical skills
- Assess, monitor, record, and report on pupils' progress, making effective use of assessment to inform planning and teaching
- Adapt teaching to support the strengths and needs of pupils, ensuring all students make good progress
- Maintain high standards of behaviour and discipline to create a safe and engaging learning environment
- Communicate effectively with pupils, parents, and carers
- Prepare students for external examinations, ensuring they develop a strong subject knowledge and exam techniques
- Participate in arrangements for preparing pupils for external tests and examinations
- Implement whole-school SEND support strategies to ensure inclusivity in learning
- Collaborate with colleagues and other professionals within and beyond the school to improve teaching and learning
- Contribute to the production of departmental resources, schemes of work, assessments, and examinations



- Promote excellent progress and outcomes by pupils
- Participate in arrangements for preparing pupils for external tests
- To be punctual for school and staff briefings
- To be ready for lessons meeting pupils at the door to ensure an orderly changeover between lessons and a purposeful start to the lesson
- To dismiss pupils in an orderly fashion from the room
- To be committed to achieving excellent attendance
- To help with the smooth running of the department by undertaking tasks as requested and directed by the Head of Department
- Maintain accurate records of students' achievements and development
- Prepare and present reports on pupil progress to parents and stakeholders as required
- Make a positive contribution to the wider life and ethos of the school
- Provide cover, in the unforeseen circumstance that another teacher is unable to teach
- Take part in the school's appraisal procedures
- Participate in further training and development in order to improve own teaching

### **Personal and professional conduct**

- Uphold public trust in the profession and maintain high standards of ethics and behaviour, within and outside school
- Have proper and professional regard for the ethos, policies and practices of the school, and maintain high standards of attendance and punctuality
- Understand and act within the statutory frameworks setting out their professional duties and responsibilities

### **Safeguarding and pastoral care**

- Work in line with statutory safeguarding guidance (e.g. Keeping Children Safe in Education, Prevent) and our safeguarding and child protection policies to promote the safeguarding of all pupils' in the school
- Work with the designated safeguarding lead (DSL) to promote the best interests of pupils, including sharing concerns where necessary
- Contribute to the pastoral care system by acting as a form tutor, or an active member of a year group, supporting students' personal and academic development.
- To carry out his/her responsibilities at all times with due regard to The school's policy, organisation and arrangements for Health & Safety at Work
- You must promote and safeguard the welfare of children, young and vulnerable people that you are responsible for or come into contact with
- Register students, accompany them to assemblies, encourage their participation in all aspects of school life

### **Additional areas of responsibility for the upper pay range (UPR)**

- Contribute significantly to the development, implementation and evaluation of the school's policies, practices and procedures, so as to support the school's vision and values
- Have extensive knowledge of their subjects/curriculum areas, related pedagogy and assessment
- Be an outstanding classroom practitioner and role model for teaching and learning
- Make a distinctive contribution to the raising of pupil standards
- Put strategies in place to secure target grades for all pupils at KS4 & KS5



- Take advantage of appropriate opportunities for professional development and use the outcomes effectively to improve pupils' learning
- Lead on teaching and learning, and pedagogy and curriculum initiatives in a subject or year group
- Provide pastoral care as required and being aware of mental health and wellbeing needs
- Provide advice, coaching and mentoring to other teachers in order to help them develop and meet the relevant standards

The classroom teacher will be required to safeguard and promote the welfare of children and young people, and follow school policies and the staff code of conduct.

Please note that this is illustrative of the general nature and level of responsibility of the role. It is not a comprehensive list of all tasks that the examinations officer will carry out. The postholder may be required to do other duties appropriate to the level of the role, as directed by the headteacher.



## Person specification

CRITERIA	QUALITIES
<b>Qualifications and training</b>	<p>Essential:</p> <ul style="list-style-type: none"> <li>● A degree in History, Politics, or a related subject</li> <li>● GCSEs in English and Math's (grade C or above)</li> <li>● Qualified teacher status (QTS)</li> </ul>
<b>Experience</b>	<p>Essential:</p> <ul style="list-style-type: none"> <li>● Experience teaching History at KS3 and KS5</li> <li>● Experience teaching Politics at KS5</li> <li>● Experience preparing students for GCSE and A-Level exams</li> </ul> <p><i>Desirable:</i></p> <ul style="list-style-type: none"> <li>● Experience of working with others to develop teaching and learning initiatives</li> <li>● Experience in organising or participating in extracurricular activities</li> </ul>
<b>Professional development</b>	<p>Essential:</p> <ul style="list-style-type: none"> <li>● Commitment to ongoing professional learning and development</li> <li>● Willingness to participate with whole-school initiatives</li> </ul> <p><i>Desirable:</i></p> <ul style="list-style-type: none"> <li>● Evidence of attending subject-specific CPD courses or workshops</li> </ul>
<b>Skills and knowledge</b>	<p>Essential:</p> <ul style="list-style-type: none"> <li>● Strong knowledge of the History national curriculum and A-Level Politics syllabus</li> <li>● Good understanding of political ideologies, governance structures, and contemporary political debates</li> <li>● Strong classroom management skills with the ability to maintain a positive learning environment</li> <li>● Ability to inspire pupils through engaging and thought-provoking lessons</li> <li>● Good knowledge of legislation and guidance on curriculum requirements</li> <li>● Excellent communication and ability to build effective working relationships with pupils, parents, and staff</li> <li>● Knowledge of effective teaching and learning strategies</li> <li>● A good understanding of how children learn</li> <li>● Ability to adapt teaching to meet pupils' needs</li> <li>● Knowledge of guidance and requirements around safeguarding children</li> <li>● Knowledge of effective behaviour management strategies</li> <li>● Good ICT skills</li> <li>● Ability to plan strategically, monitor effectively and evaluate analytically</li> <li>● Extensive knowledge and well-informed understanding of the assessment requirements and arrangements for the subject/curriculum area you teach</li> </ul> <p><i>Desirable:</i></p> <ul style="list-style-type: none"> <li>● A sound understanding of the Ofsted framework</li> <li>● Ability to employ a range of resources and teaching and learning strategies, encouraging differentiated learning</li> </ul>



	<ul style="list-style-type: none"><li>● Ability to integrate technology into teaching</li></ul>
<b>Personal qualities</b>	<p>Essential:</p> <ul style="list-style-type: none"><li>● Passionate about History and Politics and committed to developing pupils interest in the subjects</li><li>● Enthusiastic and able to inspire pupils through engaging teaching</li><li>● Willingness to contribute to school events</li><li>● A commitment to getting the best outcomes for all pupils and promoting the ethos and values of the school</li><li>● High expectations of students and a belief in their potential</li><li>● Commitment to always act with integrity, honesty, loyalty and fairness to safeguard the assets, financial integrity and reputation of the school</li><li>● Ability to work under pressure and prioritise effectively</li><li>● Commitment to maintaining confidentiality at all times</li><li>● Commitment to safeguarding and equality</li></ul>