



**EMAT**  
EASTERN MULTI-ACADEMY TRUST



**Teacher**

**Howard Junior School  
King's Lynn, Norfolk, PE30 4QJ**

*Recruitment Pack*



# Job Overview

<b>Academy</b>	Howard Junior School, Gaywood, Kings Lynn
<b>Start date</b>	Summer term 2025 or sooner if available.
<b>Reporting to</b>	Principal
<b>Salary</b>	MPR/UPR
<b>Pension</b>	Teachers Pension
<b>Hours per week</b>	32.5 (1 FTE)
<b>Contract type</b>	Permanent

Eastern Multi Academy Trust (EMAT) is committed to promoting a diverse and inclusive community – a place where we can all be ourselves and succeed on merit. Our workplace practices support a range of family friendly, flexible and inclusive work arrangements, staff engagement forums and employee support services to welcome and support staff from different backgrounds. Our ambition is to demonstrate in our work together that we promote an inclusive environment and signal our commitment to celebrate and promote diversity.

# How to Apply

Applications should be received no later than **24th 27th January 2025**.

Please complete the online application process via My New Term and note that all information within your application will be treated confidentially.



We welcome part time or flexible working applicants and are committed to making work accessible for all. EMAT is an Equal Opportunities Employer and ensures that those we hire and employ are suitably qualified persons and treated fairly regardless of their Age, Sex, Race, Disability, Pregnancy and Maternity status, Marriage and Civil Partnership, Religion and Belief, Sexual orientation or Gender reassignment. We are committed to safeguarding and promoting the welfare of children and young people and keeping children safe in education, our staff are expected to share and uphold this commitment. Appointments will be subject to satisfactory references, workplace health review and enhanced DBS check including the children's barred list check as required

# Job Description

**Post Title:** Teacher  
**Salary:** MPR/UPR

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## **Main Purpose**

To achieve high professional standards in teaching and learning within the Faculty in order to ensure that students' knowledge, understanding and achievement are of the highest levels within the specific subject. To develop, plan and deliver effective and high quality learning experiences for all students and carry accountability for the learning and achievement of all students taught, developing independent students able to progress into adult life with the skills required.

## **Main Accountabilities**

### **Curriculum**

- To contribute to Schemes of Work and curriculum materials for the appropriate subject.
- To plan effective lessons, matching the design of the lesson to the ability of the students.
- Have high expectations of students based on a sound knowledge of their prior and potential attainment.
- To take account of the need for progression in students' learning experiences.
- To ensure effective whole class, group or individual learning opportunities for students.
- To set high standards of expectations for students' behaviour through good classroom discipline, focused teaching and productive relationships.
- To set and assess homework as an integral part of students' learning.
- To use opportunities to reinforce literacy, ICT and numeracy skills within teaching.
- To use enterprising and innovative approaches to teaching and learning when appropriate and in accord with subject, faculty and Academy policy.
- To deliver the tutorial programme effectively.
- To contribute to the extra-curricular activities programme for students.

# Job Description continued...

## **Monitoring and Evaluation**

- To give clear and constructive feedback to students on how to move towards the next level or grade.
- To implement all subject, faculty and Academy policies regarding assessment, recording and reporting.

## **Personal**

- To work as a team member, identifying opportunities for working with colleagues and sharing good practice.
- To set an example to students in work ethic, conduct, dress code, punctuality and attendance.
- To take responsibility for your own professional development and keep up to date in subject expertise and teaching skills.
- To maintain effective working relationships with teaching and support staff.
- To be a form tutor to a group of students and be responsible for their pastoral care as appropriate.
- To keep an accurate register of attendance and encourage excellent punctuality and attendance.
- To liaise with parents as appropriate

## **General**

- To be committed to the development and implementation of the Academy ethos, vision, policies and practice.
- To comply with the requirements of Data Protection Regulations and ensure confidentiality is maintained
- Ensure appropriate responses in respect of child protection and safeguarding issues.
- To ensure safe working practices and, insofar as is reasonably practicable, a hazard free environment in all areas.
- Undertake such other duties as may be reasonably requested by the Principal and/or Chief Executive.

## **Additional Information**

This Job Description is not definitive or exhaustive but is provided to give the postholder an indication of the range of activities, duties and responsibilities concerned with the employment and may be subject to review and revision at any time at the discretion of the Trust if, in the interest and efficiency of the service, it should be deemed necessary.

# Personal Specification

The successful applicant will be able to demonstrate the following minimum requirements. Please note that candidates will be shortlisted for interview based on this specification and should, therefore, bear this in mind when preparing their application and completing the application form. If you do not meet the essential criteria please do not apply. Criteria will be assessed at different points of the selection process as shown. The Assessment Stages are:-

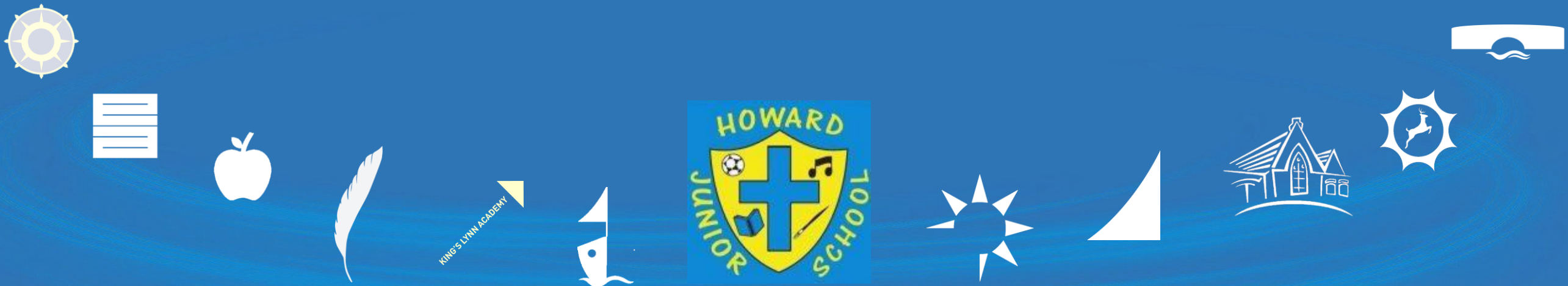
A = Application I = Interview P = Presentation T = Test

	Criteria	Essential	Desirable	Assessment Stage
Qualification	Good degree in relevant subject area	✓		A
	Teaching qualification	✓		A
	NQTS/QTS Status	✓		A
Knowledge, Understanding and Experience	Classroom experience	✓		A/I
	Awareness of strategies available to improve the learning and achievement of all students	✓		A/I
	Good understanding of curriculum developments within subject area	✓		I
	Contribution to raising standards in teaching and learning to improve achievement		✓	A/I
	Ability to use a range of teaching and learning strategies	✓		A/I
	Knowledge of current issues and developments in education	✓		A
	Confident user of standard IT packages, particularly when used to enhance student learning	✓		A/I
	Interest and participation in extra-curricular activities		✓	A/I

	Criteria	Essential	Desirable	Assessment Stage
Personal and Professional Qualities	Commitment to supporting learning	✓		I
	Organised and methodical approach	✓		A/I
	Ability to share knowledge/ skills with all ranges of abilities	✓		A/I
	Enthusiastic and engaging approach	✓		A/I
	Ability to work collaboratively as part of a team and on own initiative	✓		A/I
	Creative in problem solving and willing to take on and try new approaches and ideas	✓		A/I
	Able to relate to students in a pleasant and sympathetic manner and recognise potential child safeguarding issues	✓		A/I
	Able to communicate with students and their parents/ carers both verbally and in writing	✓		A/I
	Capacity for hard work and the ability to overcome challenges pragmatically	✓		A
	Other	Full driving licence/ability to travel (delete as appropriate)	✓	
Commitment to the Safeguarding Policy and principles of the Academy Trust		✓		I

# Howard Junior School

*Part of the EMAT Group*



**Eastern Multi-Academy Trust**

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