

Whitefriars School

Role Profile Cover supervisor

This postholder is responsible for covering lessons for KS3 and GCSE students. The role includes teaching lessons to ensure that pupils at all starting points make outstanding progress. The postholder should be willing to teach across a range of subjects. The aim is for the teacher to develop their career as the school grows.

Key responsibilities

- To cover lessons for KS3 and secondary students in the secondary school section
- Liaise closely with the secondary subject leaders to ensure excellent teaching and learning in cover lessons.
- Monitor pupil progress, ensuring secure teacher assessments inform pupil grouping and interventions effectively

Generic responsibilities

- Being a highly effective cover supervisor
- Running an extra-curricular club or activity
- Running home learning club
- Being a positive and dynamic role model for other members of the staff team
- Sharing responsibility for the school's standards and achievement, including pupil progress and the drive to improve outcomes
- Commitment to digital learning as a core entitlement to all our learners
- Playing an active part in the life of the school through meetings and high visibility to pupils, staff and parents, including at assemblies and meetings
- Willingness to take part in coaching and mentoring
- Contributing to the School Improvement Plan and school self evaluation
- With SLT colleagues, raising expectations and promoting the school positively with all stakeholders
- A thorough understanding of inclusion and safeguarding requirements

Key Accountabilities

The postholder is line managed by the relevant Assistant Headteacher

**Person Specification
Cover supervisor**

Essential	Desirable
<p>Qualifications: Degree</p>	<p>QTS</p>
<p>Experience: Ambition to be a teacher Experience of working with pupils in a school Experience of CPD to improve performance</p>	<p>Experience of effective assessment, tracking and target setting systems</p>
<p>Professional Development: Knowledge of the Key Stage 3 and GCSE national curriculum Knowledge of a range of effective teaching resources Knowledge of safeguarding matters Knowledge of how to create an effective learning environment Good ICT skills</p>	<p>Professional development visits to other schools</p> <p>Aware of current national and local educational initiatives</p>
<p>Personal qualities: Able to build excellent relationships with pupils Hardworking, smart and reliable role model Resilient, diligent and persistent when problem solving Very well-organised A positive and dynamic approach to school life Reflective and thoughtful with skills of critical analysis Ability to build and maintain positive relationships with a wide range of staff Flexible and creative during times of change</p>	<p>Proven ability to be an effective team member</p>