

# Millennium

INTEGRATED PRIMARY SCHOOL

**P2 Job Share Teacher (Thursday and Friday)  
(Up to 1 Academic Year Maternity Cover)**

## **Person Specification**

**Please ensure that you read the Guidance Notes before  
completing the form.**



## Recruitment 2023

### Teacher: Job Share Person Specification

#### ESSENTIAL CRITERIA

- Be a qualified teacher (as recognised by the Department of Education) with a minimum 2:2 qualification.
- Have A minimum of 1 academic year's experience\* within Primary 1, 2 or 3 (at the time of taking up the position) \*This can include as a job-share partner or long term substitute cover
- Provide evidence of planning within a Primary 1 - 3 curriculum, with evidence of knowledge of the Northern Ireland Curriculum at this age level (taking account of the diverse, inclusive need in classes).
- Provide evidence of strong, professional communication skills (both written and spoken) – including evidence of being able to represent the school to parents and meetings with outside agencies (including the writing of reports).

#### DESIRABLE CRITERIA

- Provide evidence of experience of using ICT to enhance the learning of children in the primary school.
- Provide evidence of further Professional Development through the participation in training (either in-house or through external agencies.[Dates can be included])
- Evidence of the ability to play an instrument / offer music support in foundation classrooms.

**In addition to the above, the following criteria may also be assessed at Interview**

**Knowledge – Provide evidence of extensive knowledge of:**

**Essential**

The Northern Ireland Primary Curriculum and current policies and procedures (including knowledge of Child Protection procedures for primary aged children);

Effective classroom pedagogy and how to ensure high standards of teaching, learning and achievement in the classroom.

**Desirable**

Demonstrate knowledge of the various online platforms available to support a high standard of teaching and learning.

**Skills – Provide evidence of highly developed skills in order to:**

**Essential**

Communicate orally and in writing at a very high level\*\*;

Motivate, support and enthuse children in an inclusive classroom environment.

\*\*May include written task(s) to provide evidence

**Desirable**

Develop good working relationships among staff, pupils, parents and governors and the local community and engage in a collaborative team approach

Organise and prioritise workload; and manage time effectively;

**Personal Qualities: The successful candidate should be able to provide evidence to demonstrate the following Qualities:**

A child-centred approach designed to deliver the best Outcomes for children in Millennium;

Enthusiasm for developing the outdoor curriculum for children;

Have the ability to work as part of a successful and highly motivated Foundation team (specifically offering flexibility as part of job share arrangement);

Confidence, enthusiasm and motivation to deliver beyond the expected.

## **JOB DESCRIPTION: Teacher**

The successful candidate will work within the agreed Terms and Conditions of Service for Teachers. Further information is available on the DE website at [www.education-ni.gov.uk/articles/overview-teachers-terms-and-conditions](http://www.education-ni.gov.uk/articles/overview-teachers-terms-and-conditions). In addition to this, the following also applies:

### **MAJOR TASKS**

- Preparing/Planning/Teaching to class and individual needs
- Assessing/Monitoring/Recording pupils progress in accordance with school policy
- Show initiative and enthusiasm for teaching children of all abilities
- To ensure the classroom is a motivating environment to encourage children to develop to their full potential
- To take responsibility for the requisition of suitable resources for your classroom and to use these resources effectively
- To be responsible for the constant monitoring, evaluating and reviewing of teaching and learning within your class.
- To foster good relationships with the parents / carers of children in Millennium
- Be responsible for the pastoral care and discipline of the children being taught in the class
- Co-ordinating with other teachers in planning of curricular content and other activities
- Communicating with parents and other bodies (as required)
- Contributing to staff and whole school development through participation in, but not limited to Professional Development activities
- Communicating and co-operating with such persons or bodies outside the school as may be approved by the employing authority and the Board of Governors
- Participating in meetings arranged for any of the purposes described above.
- To take onboard other duties to help make Millennium Integrated Primary School an effective learning environment for all as required by the principal.

### **REPORTING RELATIONSHIPS**

- The post holder will report to the Principal, Vice-Principal and relevant curriculum and Key Stage Leaders.

### **ACTIVITIES**

#### **Preparing/Planning/Teaching**

- Planning, preparing and evaluating lessons.
- Teaching, according to educational needs, the pupils assigned to him/her, including the setting and marking of work.

#### **Assessing/Recording**

- Assessing, recording and reporting on the development, progress and attainment of pupils using a range of assessment tools – evaluative, summative and formative.

#### **Pastoral Care/Discipline**

- Maintaining positive behaviour among pupils in accordance with the policies of Millennium Integrated Primary School.
- Promoting and encouraging the general progress and well-being of the pupils in the school, in particular, in his/her own class/classes.
- Liaising with the SENCo / LSC, additional teachers and professionals who support pupils with differing needs.

### **Curricular**

- To be aware of the requirements for the implementation and delivery of the N.I. Curriculum.
- Assist curriculum and key stage leaders in the development of policies.

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**The above is an exemplar of the MAJOR TASKS and ACTIVITIES of the post. It is not intended as an exhaustive list of every one of the postholder's duties. The full professional duties of the post are as set out in Schedule 3 of the Teachers' (Terms and Conditions of Employment) Regulations (NI) 1987.**

*Posts involving working with children and young people in educational establishments are subject to the provisions of the Safeguarding Vulnerable Groups (NI) Order 2007.*