



Dear Applicant,

Thank you for replying to our advertisement for the position of a Part Time Jewish Studies teacher at Simon Marks Jewish Primary School. I hope that you will find this information helpful. If you would like to learn more about our school we would be delighted to answer any questions you may have. Our contact details are in this pack and we can offer a tour of our school so you can see first-hand what we do and how we work.

Simon Marks is a Jewish school based in the vibrant and diverse community of Hackney. We are a one form entry school with a growing population. Our pupils come from a variety of cultural and religious backgrounds.

Our children achieve well above national averages despite their starting points and we are currently graded as 'good' by OFSTED.

We have a very skilled team of highly committed and professional teachers and leaders who work incredibly hard and there is always much to do. We take our role in raising the aspirations of our children and meeting the ambitions of our staff very seriously.

We are now looking to recruit an experienced Jewish Studies teacher who wants to further develop their skills and talents. First and foremost we are looking for a dynamic and confident teacher who has the energy and skill to make a difference and the flexibility to work in a small organization. If you are hardworking, reflective, resilient, and looking to further develop your skills as a teacher then we would love to hear from you.

Kind Regards  
Ms G Metin Asdoyuran  
Headteacher



**Part Time Jewish Studies Teacher / Teacher**  
**JOB DESCRIPTION**  
**Grade: MPS/UPS (depending on experience)**  
**Responsible to the Headteacher**

### **Main activities & responsibilities:**

The current School Teachers' Pay and Conditions document describes duties which are required to be undertaken by teachers in the course of their employment. In addition certain particular duties are reasonably required to be exercised, and completed in a satisfactory manner. It is the contractual duty of the post holder to ensure that his/her professional duties are discharged effectively.

### **Essential Qualifications**

- Educated to degree level
- Qualified teacher status

### **Experience**

Will have had some experience of teaching in a multicultural inner city environment, ideally across the primary age range. Experience teaching Jewish Studies (Kodesh and Chumash) is essential.

### **Particular Specific Responsibilities**

- The postholder is responsible to their line manager for his/her duties, responsibilities and teaching tasks.
- The postholder will interact on a professional level with all colleagues and establish and maintain good working relationships which will promote the development and effective delivery of the school curriculum and maximise children's achievement.
- The postholder will be responsible for the supervision of the work of support staff and any students who may be on teaching practice or work placement.
- The postholder undertakes the teaching of the pupils in his/her class and the associated pastoral and administrative duties in respect of those pupils as well as the general responsibilities in the school as agreed with the Headteacher.

### **Other Responsibilities**

In addition to undertake such duties of a similar nature as may be reasonably directed by the Headteacher from time to time. The duties and responsibilities of the post may vary from time to time according to the changing needs of the school.



## Person Specification

- To be flexible and versatile in attending to the needs and requirements of children.
- Excellent organisational skills, ability to meet time-related deadlines and ability to prioritise.
- Ability to work under pressure and on own initiative.
- To be able to work within the Jewish ethos of the school
- Ability to develop interpersonal relationships with children and staff.
- Identify underperformance in pupils and take appropriate action to rectify.
- Supervision of children in an assertive but fair and reasonable manner.
- To be able to praise, encourage and develop potential of children to raise attainment.
- Teaching all pupils in your class according to their educational needs and acknowledging that every lesson counts.
- Creating a well ordered and secure environment that will ensure the educational well-being of individual children within the group.
- Making effective use of ICT to enhance learning and teaching.
- Undertaking careful planning and delivery of the curriculum.
- Ensuring careful and ongoing assessment of the pupils learning to inform further planning.
- Ensuring that the curriculum is differentiated to mean that tasks and activities are matched to the ability of the children and henceforth allowing them to make progress at the right pace and level.
- Completing all assessments and records as determined by school policy in a timely fashion.
- Working with school leaders to track the progress of individual children and intervene where pupils are not making progress.
- Working with school leaders to complete and teach individual pupil plans where pupils have specific needs. (PLG's- Personal Learning Goals)
- Ensuring that equal opportunities are implemented in the classroom and throughout the school.
- Developing and maintaining positive relationship with parents, which involve them actively in the classroom and in the learning process.
- Participating in planning and staff meetings.
- Contributing to the whole school ethos by taking a leading role in display particularly in own classroom and designated whole school areas as agreed with the headteacher.
- Contributing towards the development of the school and implementation of whole school policies.
- Contributing and co-operating with other staff and professional agencies as appropriate to the needs of the children.
- Undertaking in-service training for further development as a teacher.
- Undertaking other duties, which may be reasonably assigned by the Headteacher to ensure the smooth running of the school.

Please contact Helen Goldman [hgoldman@simonmarks.hackney.sch.uk](mailto:hgoldman@simonmarks.hackney.sch.uk) for a visit to the school.