

**Job Title:** Teacher of Classics

**Responsible to:** Head of Classics

## GENERAL

At The Maynard we encourage able students to rise to challenges and work in a relaxed but purposeful environment.

All staff are expected to play a full part in the life of the school and to share positively the collective responsibility for the daily running of school business, including supervisory duties. Teaching, preparation, assessment, record-keeping, the writing of reports, pastoral care and liaison with parents are regarded as an integral part of every teacher's commitment. Attendance on the day before the Autumn term begins, at Parents' Meetings, Staff Meetings, school assemblies, Prize Giving and other major functions is required. Staff should also be prepared to cover for absent colleagues within reason and, when absent themselves, to set work if possible. All members of staff are required to familiarise themselves with the contents of the Staff Handbook and to abide by the codes of practice it contains.

The normal teaching load for Assistant Teachers is 20 periods per week.

## 1. THE WORK OF THE DEPARTMENT

The Classics Department is lively and successful. All girls start learning Latin in U3 (Year 7) and continue throughout KS3. Girls can then choose to take Latin to GCSE. The department follows the Cambridge Latin Course supported by supplementary material. Greek is also offered in U4 (Year 9) as an activity and is then chosen each year by a few select enthusiastic and interested girls for GCSE. We use John Taylor's 'Greek to GCSE'. Latin, Greek and Classical Civilisation are all offered at AS/A2. The Classics Department has a strong record of sending girls onto university.

Trips are regularly organised to places of historical interest, including Bath, The Ashmolean Museum and The British Museum. In addition girls are encouraged to attend the Annual South West Classical Association School's conference held at Exeter University and performances of Greek Tragedy. Trips to Italy and Greece are very popular; we have just taken 34 girls to Greece.

In the department, the successful applicant will:

- co-operate in the teaching of this subject with other members of the Department, as organised by the Head of Classics
- attend regular Departmental Meetings
- take advice from the Head of Classics on professional development
- co-operate in the preparation and marking of classwork, examinations and the preparation of new courses
- co-operate in the development of the application of ICT in the teaching of Classics
- set work for absent colleagues in an emergency and be prepared to deputise for the Head of Department if absent

**2. RESPONSIBILITIES WITHIN THE DEPARTMENT SPECIFIC TO THIS POST**

The successful candidate will be a well-qualified graduate able to:

- teach Latin, Greek and Classical Civilisation to all levels up to and including A-level.
- communicate his/her interest and enthusiasm for the subject
- encourage pupils to question and to view the subject more widely than the formal syllabus
- work under pressure with energy and good humour
- be committed to providing the highest standards
- be a good administrator and communicator.
- Assist in the development of new schemes of work as necessary for the GCSE and A level specifications.

**3. OTHER RESPONSIBILITIES**

- Form tutor

The post holder must work in accordance with the aims and policies of the school. All members of staff are required to familiarise themselves with the contents of the Staff Handbook and to abide by the codes of practice it contains.

*The Maynard is committed to the safeguarding of children and child protection*