



02/07/2015

**LNCT/15/08**

**Job Profile Visiting Specialist Teacher**

Dear Colleague,

Attached is the LNCT agreed job profile for to be used in all job adverts. Any proposed change must be agreed by LNCT.

Yours sincerely

**LNCT Joint Secretaries**

Margaret Mackay (Education & Children's Services)

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February 2015

### 1. JOB IDENTITY

<b>Post Title:</b>	Visiting Specialist Teacher	<b>Service:</b>	Education and Children's Services
<b>Section:</b>	Education	<b>Grade:</b>	In line with National SNCT agreement
<b>Reports to:</b>	Head Teacher / Network Coordinator		

### 2. JOB PURPOSE

- Deliver quality education to assigned pupils and contribute to the professional, corporate life of the school or group of schools in relation to pupils, staff and appropriate external bodies within the agreements of the Local Negotiating Committee for Teachers and the Scottish Negotiating Committee for Teachers

There is a responsibility for the post holder to demonstrate a commitment to quality service delivery through continuous improvement for the benefit of the Service and the organisation

### 3. CORE RESPONSIBILITIES / DUTIES

- Deliver a quality education, on a specific subject, to pupils in accordance with 3-18 curriculum guidelines and Aberdeenshire Council policy and guidelines
- Develop the attainment and achievement of all pupils by promoting positive outcomes and wider achievement for a diverse range of pupil
- Manage and organise classes through planning and preparing for teaching and learning
- Promote equality of opportunity and ensure a commitment to inclusive education, recognise and respect the views of young people
- Assess, record and report on the work of pupils' progress to inform a range of teaching and learning approaches
- Prepare of pupils for performance and examination, if applicable
- Contribute to the professional and collegiate work of the school(s)
- Contribute to the formation and implementation of curriculum and improvement plans
- Support the health, safety and wellbeing of young people in the school
- Operate within Aberdeenshire Council's framework for Quality Assurance and Development

### 4. QUALIFICATIONS AND TRAINING

- Essential:**
- Registered with GTC Scotland
  - Participation in professional update
- Desirable:**
- Completion of, or working towards, postgraduate degree qualification or equivalent

## 5. EXPERIENCE

**Essential:**

- Recent teaching experience preferably involving one or more of the specialist areas

**Desirable:**

- Experience of teaching pupils of all ages

## 6. KNOWLEDGE AND SKILLS

**Essential:**

- Knowledge of current planning and assessment procedures
- Good understanding of national and local curriculum policies
- Able to work effectively as part of a team, be adaptable and be able to communicate well orally and in written form
- Able to develop positive professional relationships with colleagues and pupils
- Able to create a motivating, learning environment and programmes of work, which take account of individual pupil needs
- Committed to working in a collegiate manner
- Ability to travel

**Desirable:**

- Competent in the use of ICT, including application to learning and teaching
- Knowledge and awareness of Health and Safety issues
- Knowledge of and interest of current education initiatives

## 7. ADDITIONAL REQUIREMENTS

Criminal Records check for Employment	<p>This post requires one of the following checks.</p> <p><b>Basic, Standard, or Enhanced</b>            This post requires a Disclosure Check and where applicable, an Overseas Criminal Record Check. A confirmed offer of employment and commencement in the post will be subject to the outcome of both these pre-employment checks being deemed satisfactory.</p> <p><b>PVG Children and / or Protected Adults</b>            This post is regulated work with children and/or protected adults under the Protection of Vulnerable Groups (Scotland) Act 2007. The preferred candidate will be required to join the PVG Scheme or undergo a PVG Scheme update check. Where applicable, this post also requires an Overseas Criminal Record Check. A confirmed offer of employment and commencement in the post will be subject to the outcome of both these pre-employment checks being deemed satisfactory.</p>
Driving Compliance	<p>Authorised Car User</p> <p>It is a material condition of employment for this post that the employee has a car available, whenever required, in order to undertake the full range of duties of the post. As such, the post is designated as an authorised car user and will be entitled to receive mileage payments.</p>
Politically Restricted	Not applicable to this post
Work Smart	<p>This position is designated as a '<b>Flexible</b>' post as detailed on the Worksmart website - <a href="http://worksmart.aberdeenshire.gov.uk/">http://worksmart.aberdeenshire.gov.uk/</a></p>

Agreed