



ERSKINE STEWART'S MELVILLE SCHOOLS

JOB TITLE	Teacher of English
CONDITIONS OF ROLE	- Contract Type: Temporary, part-time from 5 January 2026, for two terms until 26 June 2026 - Working 14.25 hours Monday to Thursday, with opportunity to teach extra classes on Friday or work up to a full-time capacity - Location: The postholder will be based at The Mary Erskine School at Ravelston

ROLE DETAILS	
PURPOSE OF THE ROLE	The postholder will be required to teach at all levels up to Higher and a willingness to contribute to the school's extra-curricular programme is also essential
ACCOUNTABILITY	The postholder will be accountable to the Head of Department (English)
AUTHORITY	The postholder will have authority as delegated by the Head of Department (English)
RELATIONSHIPS	The postholder will work closely with the other teachers in the department

DUTIES AND KEY RESPONSIBILITIES	- Prepare and deliver appropriate lesson to classes S1 – S5 - Assess student progress of students via formal and informal assessment - Report on progress and give feedback as part of out reporting process - Manage classroom behaviour through a positive and productive learning environment - Work collaboratively with colleagues to support student wellbeing
EXTRA-CURRICULAR ACTIVITIES	The post holder is expected to play a full and active part in the extra-curricular life of the school

PERSON SPECIFICATION		
	Essential Criteria	Desirable Criteria
Experience		- Familiarity with Scottish Qualifications (SQA N5, Higher) - A range of relevant teaching experience including, if possible, within the independent sector.
Education/Qualifications	General Teaching Council for Scotland (GTCS) registered, or eligible for registration	

	• Recognised teaching qualification • Subject specific degree level qualification	
Skills/ Abilities/ Capabilities	• A role-model for young people • Ability to multi-task and prioritise • Attention to detail • Independent, self-motivated and organised, with an ability to collaborate with colleagues across the wider school community • Determination to maintain high standards and expectations • People focused	
Personal Attributes	• A motivating presence in the classroom • Excellence as a practitioner • Commitment to the nurture of young people • A friendly, approachable, dependable team-player	