



ERSKINE STEWART'S MELVILLE SCHOOLS

JOB TITLE	Teacher of English
CONDITIONS OF ROLE	<ul style="list-style-type: none"> • Contract Type: Temporary from 14 August 2025 (or as soon after as possible) for 1 term until 4 January 2026, with the possibility of this period being extended. • Hours of Work: Part Time, 11.75 hours, Monday – Thursday (though two more hours on Friday are also available) • Salary: Remuneration is dependent on qualifications and experience. As this is a part time role, the pro rata salary for 11.75 hours is £19,308 - £27,963 per annum. • Location: The postholder will be based at The Mary Erskine School on the Ravelston site.

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.
BUDGET RESPONSIBILITY	n/a

DUTIES AND KEY RESPONSIBILITIES	<ul style="list-style-type: none"> • Prepare and deliver appropriate lessons to classes in S1 – S5. • Enthuse and engage students with a love and enjoyment of learning. • Assess student progress of students via formal and informal assessment. • Report on progress and give feedback as part of our reporting process. • Manage classroom behaviour through a positive and productive learning environment. • Work collaboratively with colleagues to support student wellbeing.
EXTRA-CURRICULAR ACTIVITIES (TEACHING ROLES ONLY)	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 and Advanced Higher) A range of relevant teaching experience.
Education/Qualifications	General Teaching Council for Scotland (GTCS) registered, or eligible for registration Recognised teaching qualification Subject specific degree level qualification Further qualifications to support involvement in the extra-curricular programme.	
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.	