



# Applicant Pack



Tutor for  
**Physics/Electronics**

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[www.pinnaclelearningtrust.org.uk](http://www.pinnaclelearningtrust.org.uk)



# Welcome from the HR Central Services Team

We are delighted you have expressed interest in a vacancy with The Pinnacle Learning Trust. Should you have any questions over the position or the application form, please contact the Human Resources Department for assistance on 0161 287 8001.

All completed applications must be returned by 12 noon on the closing date on the advert.

We cannot accept information held on CV's and therefore your application and accompanying statement must show all information about yourself and how you meet our requirements, using the job description and person specification will assist you with this. Please provide a day-time contact number on your application form.

You should remember to include information on all your previous employment roles and qualifications gained from secondary school onwards, covering any gaps in employment which are longer than 2 months, detailing what you were doing and how you were supported.

Teaching staff roles only are requested to provide results from the last three academic years within the application process.

In the meantime, may we take this opportunity to thank you for your interest in working with us and we look forward to receiving your completed application.

Best regards,  
HR Central Services

\*If you require this or any of the documents in an alternate format please contact a member of the Human Resources Department.





# Science Curriculum Area

In our curriculum area, we pride ourselves on engaging more and more young people in the stimulating and challenging world of STEM. Defined by our innovative teaching, outstanding support and caring culture we have grown from strength to strength and have become one of the most popular departments in the college. Science students and their experience is at the heart of everything we do. At OSFC they experience a warm, compassionate and nurturing academic journey with emphasis being placed on an enriching holistic experience as demonstrated by our diverse and extensive range of enrichment opportunities, born out of the passion our staff have for inspiring young people in STEM. The Science department offer Xtra activities such as 'Anatomy club', 'Teen Tech Awards', 'Royal society for Biology and Chemistry Olympiad', 'Sustainability', 'Primary school science ambassadors', 'OSFC science ambassador program', 'Science varsity program' and the 'Aspiring Medics program'.

We offer Science students exceptional practical and theoretical experiences within the classroom with 20 highly equipped and resourced laboratories and a large team of expert laboratory technicians who provide specialist technical support for all scientific disciplines including A level Chemistry, Biology, Physics, Electronics and Vocational Applied Science. The Science team consists of 22 highly experienced, committed and dedicated teachers within their respective disciplines, staff are qualified at doctorate level, a large number act as examiners and some as chief examiners. All staff teach across the A level subjects and Vocational Applied Science courses, ensuring the highest quality of provision across all the science disciplines. Our Science staff are wholly committed to promoting excellence within education, enjoying roles alongside their teaching commitments, including, Advanced Skills teachers, PGCE mentors and Early Careers Teacher Mentors. Students studying Science are challenged to think critically, apply scientific rigor to problem solving, experience a huge range of practical activities, draw and evaluate valid scientific conclusions and analyse a vast range of scientific data through processing and presentation.

## Our Special Ingredient

We are a successful curriculum area, with a very strong and coherent team of staff who support, challenge and inspire students. We pride ourselves on being an inclusive department, allowing students who would not ordinarily have the opportunity to experience all that Science has to offer. We are an inspiring Science department all committed to raising the aspirations of young people and to care for, nurture and support

each other in this endeavour. The collective passion for Science has given rise to leading and working within national learning partnerships with other colleges and schools. Our team runs and leads the North West Specialist Physics Network, STEM learning partnership, the Enthuse partnership, a national laboratory technician network and a newly forged partnership with The Blair Project and the STEM truck initiative. All these are indicative of the teams' expertise, dedication and skills.

We look forward to working with like minded individuals with an exceptional level of commitment, ready to support and challenge



# Job Description & Person Specification

## **Subject Tutor**

**Salary Grade:** SFCA Teaching Scale

### **Purpose of the Role**

Under the guidance of the Curriculum Area Leader (CAL) to deliver outstanding teaching and learning in the context of the College mission to ensure the students make excellent progress and are successful in their studies.

### **Summary of Main Duties and Responsibilities:**

- To undertake an appropriate programme of teaching in line with College's Teaching and Learning policy.
- To contribute to the planning activities of the Curriculum Area to ensure the needs of the students and the aims and objectives of the College are met.
- To contribute to the development of resources, schemes of work, marking policies and teaching strategies for the subject area.
- To ensure that lessons address the literacy, numeracy and specific learning needs of students.
- To undertake assessment of student work in line with the College's Assessment policy and monitor student progress against targets and report to parents and College management.
- To communicate effectively and professionally with students, staff and parents.
- To maintain accurate and up-to-date records relating to students in accordance with the Data Protection Act.
- To actively monitor student absences and behaviour and take appropriate action as required.
- To keep abreast of subject and syllabus developments nationally so as to inform curriculum planning in the area and ensure teaching and learning is relevant and up-to-date.
- To contribute to the overall work of the subject within the College, including trips and visits, enrichment programmes and extra-curricular activities as appropriate.
- To contribute to the College liaison and marketing activities, eg the development of effective subject links with partner schools and employers, attendance at Information Mornings and other partnership activities and the collection of materials for press releases.
- To liaise with higher education, industry, examination boards, awarding bodies and other external agencies where appropriate.
- To ensure the effective operation of quality assurance systems and implementation of quality procedures.
- To attend departmental meetings.

### **Requirements of all Staff:**

- To promote and uphold the College's Mission Statement, values and strategic aims objectives.
- To comply with College's policies and procedures, including those relating to health and safety, safeguarding, welfare and security.
- To work positively with colleagues, students, parents and other partners, regardless of their gender, ethnicity, sexuality, age or disability.
- To attend briefings and staff meetings as required.
- To participate in the College Performance Management Review scheme and undertake professional development and training as required.
- To be a positive role model and to take responsibility for promoting good standards of behaviour and conduct.
- To undertake other duties that are in accordance with the purpose and grade of the post as agreed with the Principal or Deputy Principal.

### **Relationship to other posts within the College**

**Supervision received:** Course Leader, Curriculum Area Leader

	Essential	Desirable	Method of Assessment
<b>Experience</b>			
Experience and proven success in teaching Level 3 BTEC and/or AS & A2 Level in the subject area	✓		Application/Interview
Ability to teach more than one subject on the College curriculum offer.		✓	Application/Interview
Successful experience of working on cross-curricular initiatives and extra-curricular activities.		✓	Application/Interview
Evidence of consistent good or outstanding observation grades as appropriate.	✓		Application/Interview
Experience as an examiner/moderator.		✓	Application/Interview
Evidence of high levels of student satisfaction as appropriate.	✓		Application/Interview
Participation in in-house, local or national working groups.		✓	Application/Interview
Experience of implementing College Quality Assurance Policies.	✓		Application/Interview
<b>Skills and Knowledge</b>			
Ability to deliver a creative and effective curriculum that is appropriate to the needs and interests of students, the local area and the national agenda.	✓		Application/Interview
Effective communication and well developed written and oral skills.	✓		Application/Interview
Excellent standards of literacy and numeracy.	✓		Application/Interview
Up-to-date knowledge and understanding of educational developments relevant to the curriculum area, including 14-19 and in HE.	✓		Application/Interview
Ability to develop creative and innovative resources.	✓		Application/Interview
Sound administrative and organisation skills and ability to prioritise own work, work under pressure and meet deadlines.	✓		Application/Interview
<b>Education and Qualifications</b>			
Qualified Teacher Status/Qualified Teacher Learning and Skills	✓		Application
Strong academic background in specialist subjects.	✓		Application
At least 2:1 honours degree.		✓	Application
<b>Attitude and Personal Qualities</b>			
Excellent interpersonal skills and ability to establish and maintain good working relationships with others.	✓		Application/Interview /References
Ability to work independently and as part of a team member.	✓		Application/Interview /References
Commitment to the College Mission culture and ethos.	✓		Application/Interview /References
Ability to work with motivate students.	✓		Application/Interview /References
Positive and Enthusiastic.	✓		Application/Interview /References
A positive attitude to IT and a willingness to learn to use digital resources effectively.	✓		Application/Interview /References
Commitment to the College's Teaching and Learning Strategy.	✓		Application/Interview /References
Active participation in continuous professional training and development.	✓		Application/Interview /References
Suitability to work with children.	✓		Enhanced DBS clearance/References
Commitment to equality of opportunity and anti-discriminatory practice.	✓		Application/Interview
Sensitivity to community issues.	✓		Application/Interview
Ability to respond flexibly and creatively to new challenges and opportunities.	✓		Application/Interview /References
Empathy with the 16-19 year age group and the provision of a quality service for young people.	✓		Application/Interview

# How To Apply

To apply, please click [here](#).

## Additional Reasons to Join Us:

- Automatic enrolment into a Pension Scheme
- Cycle to work schemes available
- Various health and wellbeing benefits (including on site gym membership at Oldham Sixth Form College and The Hathershaw College)
- Free on-site parking
- Excellent opportunities for CPD and career development
- Please see our Join The Pinnacle Learning Trust Booklet for more reasons to work for the Pinnacle Learning Trust.

## **Commitment to Safeguarding**

The Pinnacle Learning Trust is committed to safeguarding and protecting the welfare of children and young people and expects all staff, governors and volunteers to share this commitment. Applicants must be willing to undergo pre-employment checks. Safer recruitment practice and pre-employment checks will be undertaken before any appointment is confirmed. This post is subject to an enhanced Disclosure and Barring Service (DBS) check. The Pinnacle Learning Trust is an Equal Opportunities Employer and welcomes applications from underrepresented groups and ethnic minorities.



**“Educational organisations can often have a culture that is somewhat bureaucratic and punitive, but our trust isn’t like that. We have a human side, which we show in abundance, and we really support each other. Things like behaviour management, for example, are a team effort - no-one is just left on their own.”**

**Rebekah Sutcliffe, Trustee and former senior police officer and director in local government**

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**To find out  
more or to  
apply:**

[pinnaclelearningtrust.org.uk](https://pinnaclelearningtrust.org.uk)  
[hr@pinnaclelearningtrust.org.uk](mailto:hr@pinnaclelearningtrust.org.uk)

**0161 287 8001**

