**JOB DESCRIPTION and PERSON SPECIFICATION**   
**Teacher of English**

Part time working approximately 0.56 FTE

1-year fixed term in the first instance to cover a member of staff on secondment

Required from September 2024

**JOB SUMMARY**

We are seeking a well-qualified, experienced and enthusiastic teacher of English to join this large and highly successful English Department. The vacancy arises due to the secondment of a member of staff to a role in the Bright Futures SCITT. The department currently comprises a dedicated and experienced team of seven full-time teachers and three part-time teachers. Each member of the department is a subject specialist. The ability of a candidate to offer either English language or English literature to A level would be an advantage.

All students study both English and English literature to GCSE level. The department teaches the AQA specification at GCSE and A level. In Year 7, students have six one-hour periods of English and in Year 8, five one-hour periods of English per 10 day cycle, one of which is a library lesson. In Year 9 students have five one-hour periods, in Year 10 eight periods and in Year 11 eight periods. All students study both English and English literature to GCSE level. The department teaches the AQA specification at GCSE. Results have been high in recent years. In 2023, 100% of students achieved grades 4-9, with 86.7% of students achieving 9-7 in English language and 85.2% of students achieving 9-7 in English literature. A large proportion of pupils take English literature and/or English language A level and go on to study English or related subjects at university.

The English accommodation consists of seven rooms; the school also benefits from a purpose-built drama studio, a large library at main school and a sixth form library. Colleagues have access to a department base near the English teaching rooms. The department has access to an AV technician, a display technician and ICT technicians as and when required.

The department makes a major contribution to the extra-curricular life of the school, including a writers’ club, book clubs, public speaking competitions, author visits, drama workshops, theatre visits and productions.

**KEY RESPONSIBILITIES AND ACCOUNTABILITIES**

School-wide Responsibilities

* Being aware of and acting upon relevant school policies and, in particular, those associated with child protection/safeguarding children and health and safety issues.
* Being responsible for maintaining a clean and tidy environment.
* Attending relevant meetings as required.
* Acting as a role model for the students in school.
* Acting as an ambassador for school and ensuring that the school’s high standards are promoted at all times.

Additional Specific Responsibilities

* Carry out the duties of a form tutor
* Support the school in its open evenings and award evenings.
* Support the school in its entrance examination.

General Duties

* Carry out a share of supervisory duties in accordance with published schedules. Fulfil the conditions of employment of school teachers as laid down in the Pay and Conditions Document.
* Any other relevant duties requested by the Principal.

**PERSON SPECIFICATION**

| **Category** | **Essential** | **Desirable** | **Method of assessment** |
| --- | --- | --- | --- |
| Qualifications, Education, training | * Good honours degree and teaching qualification. * Recent relevant in-service training. * QTS |  | * Application form * Certificates * Interview |
| Relevant Experience | * Successful experience of teaching English to GCSE level. * Willingness to contribute to the work of an English department including involvement in course planning, development and evaluation. * A commitment to running extra-curricular activities | * Experience of teaching A level English literature or A Level English language | * Application Form * Interview * Task |
| Knowledge, skills, and abilities | * The ability to teach English language or English literature to A level. * Outstanding oral and written communication skills. * Ability to exercise control in the classroom and encourage good behaviour. * Ability to generate enthusiasm for the subject and for learning in general. * Ability to work as part of a team. * Excellent IT skills. * Up to date subject knowledge and of current resources for English teaching. * Ability to plan, organise, review and adapt. |  | * Application form * Interview * Task |
| Personal Qualities/Other | * A commitment to further training and a willingness to participate in the relevant CPD programmes. * Willingness for lessons to be observed as part of our school monitoring processes and CPD |  | * Interview * Task * Application form |
| Safeguarding | * Commitment to demonstrating a responsibility for safeguarding and promoting the welfare of young people |  | * Application form * Interview * Task |
| Our Values | * Community: Evidence of working together for a common purpose and encouraging diversity * Integrity: Evidence of doing the right things for the right reason * Passion: Evidence of taking personal responsibility, working hard and having high aspirations |  | * Interview * Tasks |

**Keeping Children Safe in Education**

**Bright Futures Educational Trust is committed to safeguarding and promoting the welfare of children and young people and we expect all staff and volunteers to share this commitment. This post is exempt from the Rehabilitation of Offenders Act 1974; pre-employment checks will be carried out and references will be sought for shortlisted candidates and successful candidates will be subject to an enhanced DBS check and other relevant checks with statutory bodies.**