

# Applicant Pack

To be read in conjunction with our 'Join our staff' brochure



Outstanding Achievement for All

## Job Advert



Silverdale School is an extremely popular and high achieving 11-18 comprehensive in the south west of Sheffield and is the founding school of Chorus Education Trust. The school has an excellent record of student achievement at both KS4 and KS5. At its heart is one of the country's largest Teaching Schools, the Sheffield



Teacher Training Alliance. The school sits within a new building with a full complement of facilities.

In 2020 it was named the Sunday Times Top State Secondary School in the North of the Decade, in recognition of its sustained success.

As part of our values, we are committed to supporting inclusion and diversity at Chorus. We actively celebrate colleagues' different abilities, sexual orientation, ethnicity, faith, and gender. Everyone is welcome and supported in their development at all stages in their journey with us.

You can view the school website at: [www.silverdale-chorustrust.org](http://www.silverdale-chorustrust.org)

## Head of Chemistry

**Payscale: M1 to UPS3 (plus TLR2b £5,350)**

**Permanent**

**To start: September 2024**

### About this vacancy

We are looking to appoint a Head of Chemistry to make an inspiring contribution to driving further departmental and whole school improvement. The successful candidate will be an ambitious, enthusiastic and committed Head of Subject who is a multi-skilled, energetic individual, leading a talented and hardworking team. This post will suit an existing TLR holder or experienced teacher.

The successful applicant will be an excellent teacher. They will be innovative, dynamic and be committed to outstanding achievement for all students. They will have been successful in demonstrating leadership skills, with experience in embedding ideas, leading and working as part of a team. The position is ideal for candidates wishing to further develop their skills in management and leadership and is ideal preparation for further career progression.

Benefits include:

- CPD support from one of the largest Teaching Schools, the **Sheffield Teacher Training Alliance**, throughout your career.
- Opportunities to develop skills and experience as part of a growing, local Trust.

**Chorus Education Trust is proud to support flexible working arrangements.**

## **To apply**

The full application pack is available from [www.chorustrust.org/vacancies](http://www.chorustrust.org/vacancies) and completed Chorus Trust application forms are to be sent to India Cottiss (HR Administrator) at: [icottiss@chorustrust.org](mailto:icottiss@chorustrust.org)  
Please note that CVs and Sheffield City Council application forms will not be accepted.

Deadline for applications: **11.59pm on Sunday 18<sup>th</sup> February 2024.**

Interviews to be held: **week beginning 26<sup>th</sup> February 2024**

*The successful candidate will be required to complete a Disclosure & Barring check in line with the Rehabilitation of Offenders Act (ROA) 1974 (Exceptions) Order 1975 and the Police Act Regulations.*

*The Trust will also conduct an online search of the successful candidate in line with Keeping Children Safe in Education advice.*

*At Chorus Trust we are committed to the safeguarding of all our pupils, please visit our website to access our Safeguarding & Child Protection policy [www.chorustrust.org/policies](http://www.chorustrust.org/policies).*

## Job Description: summary

<b>Post title:</b>	<b>Head of Chemistry</b>
<b>Grade:</b>	TLR2b(£5,350)
<b>Responsible to:</b>	Head of Science and nominated member of Senior Leadership Team with allocated line management responsibility. Overall to the Head of School.
<b>Responsible for:</b>	All teaching and support based staff within the subject area as agreed with the Head of School and to assume overall responsibility for the subject.
<b>Purpose of job:</b>	<p>In addition to the requirements of a class teacher, the post holder will:</p> <ul style="list-style-type: none"> <li>• Lead the subject/curriculum effectively to ensure 'Outstanding Achievement for All' and the highest standards of personal development and wellbeing are achieved.</li> <li>• To analyse and be accountable for student progress/results of the subject/curriculum area and to support, hold accountable, develop and lead the curriculum team.</li> <li>• Be a role model of professionalism and good practice.</li> <li>• Develop and enhance the teaching practice of others.</li> <li>• Ensure the provision of an appropriately broad, balanced, relevant and differentiated curriculum for students studying in the subject area.</li> <li>• Lead, manage and deploy teaching/support staff, financial and physical resources within the subject area.</li> </ul> <p>Ensure the consistent application of Chorus Education Trust Policies and Procedures by all staff in the curriculum team.</p>
<b>Version revised:</b>	January 2024

## Job Description: duties

The post holder must at all times carry out his/her responsibilities within the spirit of the School and Trust policies and within the framework of legislation relating to Academies and Education, with particular regard to the statutory responsibilities of the Trust and the Governing Body of the School.

The job description should be read alongside the range of professional duties of teachers as set out the Teachers' Pay and Conditions Document. The post-holder will be expected to undertake duties in line with the professional standards for qualified teachers and uphold the professional code of the Department for Education.

The specific duties and responsibilities include but are not limited to:

### **Lead, manage and develop a subject or curriculum area; or to lead and manage pupil development across the curriculum**

- To work collaboratively with the Head of Science and Subject leaders of Chemistry and Biology to maintain standards and drive school improvement across the Science faculty.
- To provide strategic leadership for the development and management of the subject throughout the school.
- To identify areas for development and improvement linked to the school improvement plan and national and local initiatives.
- To develop and monitor schemes of work and ensure successful implementation which meets curriculum requirements.
- To have an overview of, and contribute to the planning and delivery of continuous professional development and training related to the teaching of Science.
- To develop strategies for the use of other staff to promote new teaching methods and improve learning throughout the school and monitor effectiveness in raising standards of teaching and learning.
- To monitor and evaluate pupil progress.

### **Impact on the educational progress of pupils other than the teacher's assigned classes or groups of pupils**

- To ensure the provision of an appropriately broad, balanced, relevant and differentiated curriculum for pupils.
- To identify clear, appropriate targets for attainment and/or achievement.
- To monitor and evaluate pupil progress and achievement against targets.
- To lead evaluation strategies to contribute to overall school self-evaluation.

- To undertake lesson observations and provide constructive feedback and support as appropriate.
- To implement school quality procedures and to ensure adherence across the school.

### **Leading, developing and enhancing the teaching practice of other staff**

- To ensure the establishment of common standards of practice and develop the effectiveness of teaching and learning styles.
- To plan and implement strategies to improve teaching where needs are identified.
- To provide induction, support and monitoring for new staff.
- To act as a role model of good practice for other teachers, modelling effective strategies with them.
- To act as a performance management team leader for identified teachers.
- To ensure all staff in school are familiar with the aims and objectives of Science.

### **Support for the Trust / School (applies to all roles)**

- The above duties are not exhaustive and the post-holder may be required to undertake tasks, roles and responsibilities as may be reasonably assigned to them by the Senior Leadership Group.
- To take responsibility for the implementation of and compliance with policies and procedures relating to child protection, health, safety and security, confidentiality and data protection, reporting all concerns to an appropriate person.

### **Changes to these duties**

The above duties are not exhaustive and the post holder may be required to undertake tasks, roles and responsibilities as may be reasonably assigned to them by the Headteacher.

The job description and allocation of particular responsibilities will be kept under review and may be amended via consultation with individuals, the Governing Body or Board of Trustees and/or Senior leadership team as required. Trade Union representation will be welcomed in any such discussions.

# Person Specification

**Job title: Head of Chemistry**

<b>REQUIREMENTS</b>	<b>Essential</b>	<b>Desirable</b>	<b>Assessment method</b> A = application I = interview R = reference
<b>Qualifications</b>			
A relevant degree together with Science PGCE or equivalent teaching qualification	✓		<b>A</b>
Evidence of commitment to CPD to support areas of the job role	✓		<b>A / I / R</b>
Detailed knowledge and understanding of the current issues in Science education.	✓		<b>A / I</b>
<b>Experience</b>			
Proven track record of excellent teaching in Science	✓		<b>A / I / R</b>
Experience of teaching chemistry at Key stage 3, GCSE and A level.		✓	<b>A / I / R</b>
Demonstrable evidence of raising and sustaining attainment through successful leadership		✓	<b>A / I / R</b>
Use of student performance data to inform classroom teaching	✓		<b>A / I</b>
Record of success in effective and efficient team management		✓	<b>A / I / R</b>
Experience of managing resources effectively	✓		<b>A / I / R</b>
<b>Professional knowledge and understanding</b>			
An enthusiasm for innovation and developing teaching and learning	✓		<b>A / I / R</b>
An excellent understanding of engagement and how to motivate students	✓		<b>A / I / R</b>

A sound understanding of modern pedagogy methods within the field of teaching Science	✓		<b>A / I / R</b>
<b>Professional skills</b>			
A high commitment to learning and achievement	✓		<b>A / I / R</b>
Ability and confidence to coach and mentor staff and tackle underperformance	✓		<b>A / I / R</b>
Excellent interpersonal, planning and organisational skills	✓		<b>A / I / R</b>
The ability to collaborate with other staff	✓		<b>A / I / R</b>
Commitment to safeguarding and promoting the safety and welfare of young people.	✓		<b>A / I / R</b>
Ability to inspire confidence in and establish excellent relationships with pupils, teacher and parents.	✓		<b>A / I / R</b>