# Candidate Information Pack

# Head of History

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 **Our Trust Prayer**

We thank you, God of Love, for the gift of children,

Bless the work of our Trust, that in all we do

young people may grow in wisdom and stature,

and so come

to know you,

to love you

and to serve you

as Jesus did.

We make this prayer in his name who is God

with you and the Holy Spirit, now and forever.

Amen

# About Liverpool Diocesan Schools TrustWe believe

Jesus said ‘Let the children come to me.’ (Mt 19).

We believe that we are fulfilling this command when we enable children of all faiths and none to flourish in our schools. The Liverpool Diocesan Schools Trust (LDST) has an important role to play in improving the attainment of pupils across the Diocesan region.

We believe that as a diocesan led Multi Academy Trust (MAT) we create stronger bonds of collaboration and cooperation, sharing good practice, addressing areas of weakness and offering increased opportunities for professional development.

We are on a journey

We are on a journey to grow a Trust in which our schools will continue to thrive under the leadership of headteachers, supported and challenged by local governing bodies and accountable to the board of directors.

We are confident that this will be achieved whilst at the same time ensuring that all of our family of schools benefit from high levels of collaboration.

These are the things we value

Our values are more than just a statement; they are the core principles that guide our decisions and actions. We arrived at our values through consultation, looking at both the account in Genesis 18 of the visit to Abraham of three angels and also particularly at the icon of this event painted by Andrei Rublev. Through this we identified the core values to our Trust:

* Collaboration
* Valuing the Local
* Valuing Difference
* Inclusion

# About St Michael’s Church of England High School

St Michael’s Church of England High School is a school with an extremely bright future. Number on roll and results over the last five years have seen dramatic rises.

Graded ‘good’ by OFSTED, we are an 11-18 mixed Comprehensive School of around 690 students situated in a delightful position on the northern edge of Crosby.

For September 2021, we require an outstanding Head of History, to join a successful and thriving department and achieve great outcomes for our young people. The person appointed will have a track record of high quality teaching and learning which produces outstanding results for the pupils and be looking for the next challenge to lead an important department in our ‘good’ school.

# Job Role

# Title: Head of History

Contract Type: Permanent, Full Time

Salary: Main Pay Scale TLR 2A

Accountable to: Headteacher, members of SLT, and the Governing Body of the School

Performance Managed by: Headteacher

Line Manager for: Teachers; Support staff in History

PM Team Leader for: Teachers; Support staff in History

Accountable for: Leadership of the area

 Pupil progress in History

 Enhancing the teaching of others

 Curriculum development

 SIP for History

 SEF for History

Location: St Michael’s Church of England High School, St Michael’s Road, Crosby, L23 7UL

# Job Description **Main Purpose/Duties:**

### The responsibilities defined in this job description are undertaken in addition to your responsibilities as a Schoolteacher as defined in the relevant Conditions of Service.

### **Leadership of the Area**

The post-holder provides a clear direction for the work and development of the area within the context of the overall activity of the school, promotes high standards through personal involvement and ensures that:

* The area has explicit aims and values, including a commitment to good relationships and equality of opportunity for all, which are reflected in all its work.
* Pupils make outstanding progress in the faculty.
* Teaching is outstanding in the faculty.
* The area identifies appropriate priorities and targets, takes the necessary action, and reviews progress towards them.
* Staff use time, colleagues and other resources, especially information and communications technology, effectively to deliver the appropriate curriculum.
* There is rigorous monitoring, evaluation and development of teaching and learning and appropriate internal and external assessments of learning are made.
* Educational priorities are supported through careful financial management.
* The accommodation allows the curriculum to be taught effectively.
* Learning resources are adequate for the areas curriculum and the range of pupils.
* The best value principles of comparison, challenge, consultation and competition are applied in the area’s management and use of resources.
* The views of relevant stakeholders, including parents and pupils, are sought and used to evaluate and further develop the work of the area.
* Parents are provided with high quality information about the area and particularly about pupils’ progress.
* Links with parents, including the use of home-school agreements, contribute to pupils’ learning within the area and at home.

The post-holder will be expected to manage their own performance and development and show staff within the area to do the same by sharing a commitment to improvement and identifying capacity to do so.

### **Pupil Progress**

The post-holder will support the progress, against targets, of a wide range of pupils, including those in groups taught by other teachers, by coaching and mentoring staff and directly supporting pupils so that pupils will:

* Acquire new knowledge or skills, develop ideas and increase their understanding.
* Apply intellectual, physical and/or creative effort in their work.
* Be productive and work at a good pace.
* Show interest in their work and be able to sustain concentration and think and learn for themselves.
* Understand what they are doing, how well they have done and how they can improve.

### **Enhancing the Teaching of Others**

The post-holder will enhance the teaching of others within the area by enabling colleagues to:

* ensure that students make outstanding good progress in their learning.
* develop and improve subject knowledge and pedagogy.
* plan effectively, setting clear objectives that pupils understand.
* challenge and inspire pupils, expecting the most of them, so as to deepen their knowledge and understanding.
* develop and improve technical competence in teaching basic skills.
* use methods which enable all pupils to learn effectively.
* manage pupils well and insist on high standards of behaviour.
* use homework effectively to reinforce and/or extend what is learned in school.
* assess pupils’ work thoroughly and use assessments to help and encourage pupils to overcome difficulties.

### **Line Management of Staff**

The post-holder will be responsible for line-managing a number of staff, both teaching and support staff, and this responsibility will include areas of both a professional nature and areas concerning conditions of service and employment.

**The post-holder will ensure that:**

* There is effective appraisal and performance management for staff in the area within the context of school policy.
* There is good delegation to ensure the effective contribution of all staff to the work of the area.
* The Headteacher is kept informed of the number, qualification and experience of teachers and support staff required to match the demands of the area and the curriculum it is required to deliver.
* There is effective induction of staff new to the area and the area is, or has the potential to be, an effective provider of initial teacher training.

Another implication of line-managing staff is that the TLR holder will be responsible for monitoring and reporting upon their:

* attendance
* punctuality
* professional performance
* professional development needs

All these specific responsibilities will be undertaken within the context of:

* 1. the responsibilities of a schoolteacher as defined in the Conditions of Service
	2. the expectation of standards for Threshold Teachers as defined by the Teachers Standards 2012
	3. the expectation of standards for Subject Leaders as defined by the Teachers Standards 2012

and copies of these documents are to be found in the School Office.

This job description is intended to clarify the main duties and responsibilities of the post, but it is not intended to be an exhaustive list of all the tasks undertaken by the post. The jobholder will be expected to carry out such professional tasks as are commensurate with the duties and responsibilities of the post.

St Michael’s Church of England High School is a caring Christian community. The successful candidate must demonstrate the ability to support this ethos.

The School is committed to safeguarding and promoting the welfare of young people and expects all staff to share this commitment:

<http://www.stmichaelshigh.com/images/2021/Policy_changes_feb_2021/Whole_School_Child_Protection_Policy_v6.doc.pdf>

Liverpool Diocesan Schools Trust is committed to safeguarding and promoting the welfare of children and young people, and expects all staff and volunteers to share this commitment. Further Safeguarding policies can be found on the website: <http://www.stmichaelshigh.com/>

Candidates should also refer to ‘Guidance for safer working practice for those working with children and young people in education settings’ which can be found by following the link - <https://www.saferrecruitmentconsortium.org/GSWP%20Sept%202019.pdf>

Appointment to this post is subject to a satisfactory enhanced DBS check, 2 satisfactory references, and verification of qualifications.

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# Person Specification

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| --- | --- | --- |
| **Qualifications**  | **Essential**  | **Desirable**  |
| Qualified teacher status  |  |  |
| Degree or equivalent in a discipline relevant to the teaching subject  |  |  |
| Evidence of professional development  |  |  |
| **Knowledge and understanding**  |  |
| Confident understanding of assessment data and its implications at individual staff and student level  |  |  |
| Understanding of what constitutes excellent teaching in Key Stages 3 and 4  |  |  |
| Understanding of what constitutes excellent teaching post 16 |  |  |
| Knowledge of strategies for enhancing student performance within classes  |  |  |
| **Experience**  |  |
| Experience of teaching in schools with secondary-aged students eg on ITT practice  |  |  |
| Teaching post sixteen students  |  |  |
| Experience of taking action to raise performance of students  |  |  |
| Working with other teachers to raise the performance of students  |  |  |
| **Skills, abilities, attributes**  |  |
| Willingness to support the school’s Christian ethos, character  |  |  |
| Personal values that are consistent with the ethos of a Church of England school  |  |  |
| Willingness to play a part in the wider life of the school community by eg leading extra-curricular activity  |  |  |
| Commitment to ensuring all students achieve their full potential  |  |  |
| Good ICT skill for administrative and teaching purposes  |  |  |
| Ability to motivate students  |  |  |
| Excellent written and oral communication skills  |  |  |
| Personal qualities which enable successful relationships to be built with students, colleagues, parents  |  |  |
| Integrity, sound professional judgement and loyalty  |  |  |
| Drive, enthusiasm and a willingness to contribute to new developments  |  |  |
| Willingness to participate in relevant training and development  |  |  |
| Willingness to operate as part of a team, carrying out tasks beyond the envisaged job description when occasion demands  |  |  |
| Ability to work under pressure  |  |  |
| A good sense of humour  |  |  |

# How to Apply

Application Process

The application process for this role is a 2 stage process:

* Application form
* Interview process

To be considered for this role you must complete the LDST application form. We are unable to accept CV applications, or applications from agencies.

Once the closing date has been reached all applications will be reviewed. The candidates who best demonstrate the skills listed in the person specification in their application will be invited to interview.

To ask any questions, or to submit your completed application form, please email vacancies@stmichaelshigh.com or contact the School Office on 0151 924 6778

LDST reserves the right not to progress candidates to the next stage of the process, or not to appoint to the role, if candidates fail to demonstrate the essential criteria in the person specification.

Applicants from overseas, outside the EEA, are advised to obtain an overseas criminal check before they apply for a visa as the post is in the education sector.

**Closing Date: Friday 7 May 2021 at noon**

**Interview Date: TBC**

**Start Date of Post: 2 September 2021**