



Head of Year **Required from September 2025**

We are seeking to appoint a Head of Year on a permanent basis from September 2025. This role will take the lead responsibility in managing a Year Group, in addition to a full-time teaching contract. The post offers an excellent opportunity in a highly successful 11-19 academy which holds good Ofsted status.

The role will report to the Campus Lead, in addition to the Faculty Leader of their subject, and the candidate will teach a full timetable across both campuses within the subject. Each faculty has a strong collaborative ethos, is very supportive and well-planned schemes of learning for all courses are already in place. A faculty-based mentor will work with the appointee to support their development and induction in their first year. There will be the opportunity to teach across the year groups from KS3 to KS5.

The core purpose of the role being to provide professional leadership to students in a subject area by offering high quality teaching, resulting in high standards of learning and achievement for all students. There is also an excellent academy-wide support and development programme for all new staff available.

Personal Qualities

The successful applicant should have a degree in a relevant subject and have achieved Qualified Teacher Status (QTS).

Applicants should be hardworking, enthusiastic and have high levels of commitment. They should be able to plan, deliver and assess high-quality learning experiences for all learners in their care and deploy a range of strategies to support their personal development.

They should have an interest in new teaching and learning developments and possess high degree of integrity. Experienced candidates should be able to demonstrate a highly successful track-record of teaching the subject with strong examination outcomes.

Responsibilities of the Post-Holder in addition to Classroom Teacher

- develop students as confident, resilient and positive role models
- ensure that students understand, incorporate and act upon the academy's Character Education values
- to prepare and support students for transitional phases of their education including cross campus and into post 16
- to promote and encourage all students to show respect to all areas of the academy and its stakeholders
- ensure students' impeccable conduct reflects the academy's effective strategies to promote high standards of behaviour
- ensure all stakeholders (parents, carers, students and academy's staff) make a robust and sustained contribution to improving student outcomes
- be accountable for student welfare, guidance and Personal Development within the year group

- to review weekly data and identify trends, patterns or relevant actions that can promote improvement within the year group
- review rewards and promote within staff environment the rewarding of our rewards policy and recognising students for their achievements
- to work collaboratively with the PD, CEIAG and Faculty Leads, to ensure each student is given ample opportunity to develop their skills and experiences for future endeavours
- foster good working relationships with all stakeholders as well as the wider community in order to promote the academy in an effective and positive manner
- ensure students spiritual, moral, social and cultural development equips them to become active citizens fully prepared to contribute to life in modern Britain
- develop an open culture that promotes all aspects of student welfare including staying healthy and remaining safe online
- ensure that students value their education, and good or better attendance supports their education at the academy
- ensure that students contribute to the academy and wider community
- take a leadership role with the relevant Campus Lead to ensure campus wide standards and expectations are maintained and developed
- to work effectively with all parents and carers and external services in ensuring that the student and academy remain at the forefront of all intentions and actions

Remuneration

Annual salary for a qualified teacher will be in accordance with the academy Teachers Pay Scale, which from appointment for a full-time post currently involves a salary of up to £49,084 plus TLR1B award. Progression through the Teachers Pay Scale is subject to an annual performance development review process.

We can offer you:

- A highly supportive and friendly working environment
- Cycle-to-work Scheme
- Electric Vehicle Scheme
- 24/7 Free Employee Assistance Programme (offering individual support, information and advice including financial, legal and home-life and work-related issues)
- CPD opportunities and Internal Promotion
- Up to 25% Gym Membership
- Free staff car park
- Essex Working Well Wellbeing Service (health and wellbeing support and guidance)
- Access to Workplace Health Champions
- Access to Mental Health First Aiders

Application Process

If you are interested in the position and wish to discuss the post prior to application, please email Mrs Dorcas Ologunde, Director of HR at d.ologunde@plume.essex.sch.uk, to arrange a telephone conversation. We are very proud of our academy and what we can offer new members of our collaborative team. The Director of HR will be pleased to discuss the post and provide more information about the post and the academy in general.

To apply please complete the Online Plume Academy application form (<https://plumetrust.facebook.co.uk/Vacancies/Detail?campaignRef=SCH-PT-0038>) This must be completed and submitted by the closing date and time stated (unaccompanied CV's or third-party application forms will not be accepted).

Closing Date: noon Monday 27 January 2025

Interviews are likely to take place on the week commencing Monday 27 January 2025.

Plume Academy remains fully committed to safeguarding and promoting the welfare of children and young people and expects all staff, volunteers and trustees to share this commitment.