

Christ's College, Guildford



**Second in English
To start September 1st 2021
Information booklet for prospective applicants**

Christ's College, Guildford

Dear Applicant,

Thank you for your interest in the role of Second in English.

Christ's College is an exciting place to work with dedicated staff, positive students and supportive parents. At our last OFSTED inspection in May 2019, we were rated Required Improvement, but we are already seeing the positive impact of a plan that was introduced a two years ago, with our GCSE exams results being the highest achieved by our students over the last three years. OFSTED also said of Christ's College:

"School rules and routines are embedded so that pupils are clear on what is expected of their behaviour and approach to learning. Teachers have high expectations of what pupils can achieve. They use their expert subject knowledge to plan tasks which engage pupils in their learning. Teachers ask pertinent questions which help them to judge how best to move pupils' learning and understanding on. "

"The school's work to promote pupils' personal development and welfare is good."

We are looking for colleagues to join us in working to make Christ's College even better in the future.

We have seen a rise in the number of families making Christ's College their first choice of secondary education. In 2014 we increased our intake numbers from 125 to 156.

We have a proven track record of excellent professional development opportunities. Staff are provided opportunities for career progression, with high quality training in place.

If you believe yourself to be the right candidate for this position, we would welcome your application. If you would like more information, or if you have questions about the post or the College, please contact me on jobs@christscollege.surrey.sch.uk or 01483 537373.

I look forward to receiving an application from you.

Yours Sincerely

A handwritten signature in black ink, appearing to read 'S Hatch', with a stylized flourish at the end.

Sarah Hatch

Principal

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About Christ's College

Christ's College is a thriving school serving the non-Christian and Christian community of Guildford, Woking and the surrounding areas. We are proud of our Church heritage and hope that this has helped us to create an environment that is inclusive and supportive of all. Our aim for the children at Christ's College is that they should develop the **Core Values** of **Service, Respect, Stewardship, Co-operation** and **Love**. We know that success only comes through hard work and perseverance; life can be difficult, and therefore we all need resilience, but we need to work with optimism and believe that our hard work will open up great opportunities for us.

Over the last few years Christ's College has continued to grow. We have seen a significant rise in the percentage of children gaining 5 or more GCSEs. We are determined to build upon our high standards and ensure that students at Christ's College achieve excellent outcomes.

OFSTED said:

Pupils are rightly proud of their successes nationally, for example reaching the final in a national handball competition, and winning the University of Manchester's Alan Turing cryptography competition.

Outcomes in 2019 and 2020 were significantly improved, with structures and processes in this area implemented to secure sustainability and continuous improvements.

Advantages of working at Christ's College

- There is a real sense of belonging, camaraderie and mutual respect within the whole community
- Parents/carers and governors are highly supportive of the College
- Students are aspirational and committed to their studies
- Staff are dedicated, skilful and hard-working
- There are good opportunities for internal promotion in a growing school which has a tradition of acknowledging and rewarding hard work
- As a relatively small school which offers a full suite of extra-curricular activities, it is easy to become involved in a wide range of enrichment activities in Sport, Performing Arts and elsewhere
- High quality CPD
- A values driven educational establishment which underpins all areas of college life
- A member of The Good Shepherd Trust

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The job profile for Second in English

JOB TITLE:	Second in English
DURATION / HOURS:	Permanent full-time post with effect from September 1st 2021
PAY:	MPS/UPS +TLR 2c
ELIGIBLE TO APPLY:	All teachers with suitable skills and experience
RESPONSIBLE TO:	Head of English
SELECTION PROCESS:	Method: Please complete the application form found on our website. Interview date: TBC Candidates will be assessed once their application is received. Therefore, early application is recommended. We may interview before the closing date if sufficient strong applicants apply.

Job Purpose:

- To teach English to the full range of abilities
- To ensure appropriate differentiation for students.
- To ensure high levels of attainment and progress in English.
- To assist the Principal and Head of English in challenging under-achievement with a particular focus on those who are at risk of under-achievement.
- To promote the Christian ethos of the College.
- To carry out any other specific duty assigned by the Principal or her appointed representative

Areas of responsibility:

To work with the Head of English in the following areas:

1. To assist the Head of English in the development and evaluation of the department improvement plan, including curriculum review and planning;
2. To be a model of excellent practice of teaching and learning in order to give English teachers advice and guidance on improving the quality of learning;
3. Identify pupils who are underachieving and ensure appropriate and reasonable strategies are put in place to support them in English;
4. Ensure there is a clear vision as to how the subject should be taught and developed;
5. Contribute to and support the induction of new staff;
6. Plan engaging lessons which motivate and inspire individual students and groups of students to achieve beyond what they thought possible;
7. To establish and then maintain the highest expectations about what the students are capable of achieving;
8. To arrange, wherever appropriate, English enrichment activities;
9. To set regular and meaningful homework which fosters independent learning skills amongst the students in English;
10. To teach English across all ability levels;
11. Assess work regularly and provide oral and written feedback on an ongoing basis so that students can make progress;
12. Ensure the effective use of data to promote students' learning and target setting is well embedded into the department;
13. Keep parents and other members of staff informed of the progress that is being made by the students in English;
14. Seize every opportunity for professional development both within the English curriculum and general pedagogy so that the subject and the school stay abreast of the latest educational initiatives within English education;
15. Implement a process of self-evaluation which informs future practice;
16. Regularly review and update schemes of work;
17. Promote collaboration between all members of the team;
18. Promote educational inclusion with a wide range of teaching and behaviour strategies;
19. Encourage and listen to the "learner voice" about learning within the subject;

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20. Maintain the highest standards of behaviour.

General duties

- Understand, accept and follow the College's Safeguarding and Child Protection procedures.
- To report all matters of concern in line with the school procedure.
- To undertake a teaching commitment at a level consistent with the needs of the Christ's College and the demands of the post.
- To carry out any other reasonable request by the Principal or her appointed representative.

The Good Shepherd Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. We ensure that all our employment practices reflect this commitment.

Note: This job description is not exhaustive and will be subject to periodic review. It may be amended to meet the changing needs of the school. The post-holder will be expected to participate in this process and we would aim to reach agreement on any changes.

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Person Specification –Second in English

		Essential	Desirable
1	Qualifications	<ul style="list-style-type: none"> • Qualified teacher status • Relevant degree 	<ul style="list-style-type: none"> • Post graduate qualification • Further relevant professional/academic study.
2	Experience	<ul style="list-style-type: none"> • Experience of teaching English to a range of abilities and key stages. • Proven track record of raising standards in English. • Excellent track record of attendance. 	
3	Knowledge / Skills	<ul style="list-style-type: none"> • Up to date knowledge of English Language and English Literature examination specifications. • Up to date knowledge of best practice in teaching and learning in English. • Knowledge of effective strategies for meeting the needs of SEND and EAL learners in English. • Knowledge of effective strategies for meeting the needs of the most able in English. 	<ul style="list-style-type: none"> • Examiner. • Experience of marking GCSE exam papers.
4	Personal Qualities	<ul style="list-style-type: none"> • Resilience, determination and enthusiasm • High expectations of self and students • Ability to work as part of a team • Excellent written and oral communication skills • A desire to keep skills and knowledge up to date. • Commitment to safeguarding and child protection. 	<ul style="list-style-type: none"> • A desire for further professional development and promotion. • A willingness to contribute to the extracurricular life of the school • A commitment to building and maintaining effective and positive relationships with parents, carers, the wider community and other schools