

**SAPIENTIA EDUCATION TRUST**

**FAKENHAM ACADEMY & SIXTH FORM - JOB DESCRIPTION**

**TEACHER OF ENGLISH**

**Full time, Permanent from September 2023**

|  |  |
| --- | --- |
| **Line Manager:** | Head of English |
| **Salary:** | MPR minimum to UPR maximum |

**THE POST**

Fakenham Academy & Sixth Form seeks to appoint a well-qualified and enthusiastic English teacher to join our English Department to teach English throughout the Academy. This is an opportunity to join a welcoming, strong department.

You should be committed to supporting our students to ‘be the best they can be’. You will have a clear focus and understanding of what makes high quality teaching and learning and provide excellent outcomes for students.

English is a large and thriving department with staff members working closely together. All teachers have the opportunity to teach across the age and ability range and are encouraged to develop their own areas of interest and expertise. Regular department meetings give members of the team the opportunity to share work practices and vision.

In Key Stages 3 and 4, lessons are block timetabled, which allows the department to organise classes into mixed ability groupings.

In Key Stage 3 the curriculum has been revised to reflect the demands of the GCSE and is taught in six half termly units. These units are built around a focus on development of powerful knowledge and essential skills to allow students to progress through the keystages. In Key Stage 4 we follow the current AQA specifications. In the Sixth Form there are two A level groups in each year taking either AQA English Literature (Specification A) or AQA English Language.

Many students in Year 11 go on to study English at Sixth Form, but we also draw students from our partner 11-16 schools and from other schools beyond our Sixth Form catchment. Each year several Sixth Form students go on to study English at University.

All our classrooms have projectors and many of our resources encourage interactive learning through several platforms including Google Classroom, Seneca and GCSEPod.

To find out more about this role, please feel free to contact Jane Hunt, Head of English, by email jane.hunt@fakenhamacademy.org.

Fakenham Academy & Sixth Form is a member of the Sapientia Education Trust (SET), which is currently led by the CEO.

Fakenham Academy & Sixth Form is a community school with 643 students in the main school and 151 in the sixth form. At our last Ofsted in January 2019 we were deemed ‘Good’ in all areas. We serve a large rural area in the heart of North Norfolk. Fakenham itself is a small but busy market town with a population of some 8,000, ten miles from a beautiful coastline and midway between Norwich and King’s Lynn.

We are proud of our academic achievements, and our incredibly broad and varied curriculum both in the main school and in our sixth form.

The first six months of employment shall be a probationary period and employment may be terminated by the Trust during this period at any time on one week’s prior written notice. The Trust may, at its absolute discretion, extend this period for up to a further six months. During this probationary period, performance and suitability for continued employment will be monitored.

**PERSON SPECIFICATION**

**Personal Qualities**.

Fakenham Academy & Sixth Form expects its teachers to have the following personal qualities:

* Be an innovative, independent thinker with the capacity for strategic thinking;
* Be creative and proactive in finding solutions;
* Be flexible and adaptive to changing needs and priorities;
* Be resilient, calm and tenacious under pressure;
* Be insightful and analytical with good problem-solving skills;
* Have excellent communication skills and evidence of being able to build and sustain effective working relationships with staff, students, parents and the wider community;
* Be a self-reflective practitioner who always seeks to improve;
* See the ‘big picture’ in relation to whole school priorities & improvement;
* Able to reason their educational philosophy, in tune with the school ethos;
* Be willing to contribute to the extra-curricular life of the school;
* Possess a sense of humour;
* Have the ability to inspire and enthuse staff and students about their subject;
* Be highly self-motivated, able to energise and motivate others;
* Be insightful and understanding of national, international and research developments relevant to teaching and learning in their subject.

**Professional Competence**.

Fakenham Academy & Sixth Form expects its teachers to have the following professional competences, or in the case of newly qualified teachers, the Academy would expect them to develop the following competences:

* Be an Outstanding Teacher (or have the potential to be) with evidence of impact on student outcomes with a proven track record of total commitment to helping every student achieve their very best and make progress;
* Have excellent understanding of what constitutes excellence in teaching and learning;
* Have a keen understanding of data and be able to analyse patterns in performance over time;
* Be a positive role model for students and staff on a day-to-day basis;
* Collaborate effectively with staff, parents/carers and students;
* Liaise and work with partner schools, HEIs, Examination Boards and other relevant external agencies in the pursuit of continued improvement;
* Excite and engage visitors about the Academy at Open Evenings and all other events;
* Have very high expectations of the learning of all students at all times;
* Work with colleagues across all key stages to ensure embedded transition from Key Stage 1 to 5.

**JOB SPECIFICATION**

**General Responsibilities**

The successful candidate will be employed as a teacher under the standard conditions of service for teachers at Fakenham Academy & Sixth Form.

The teacher will be responsible to the Headteacher, through the Head of English, for teaching classes in the Academy using his/her skill, experience and best endeavours and in accordance with Teachers’ Standards. He/she will abide by the Code of Conduct for Staff and Volunteers at Fakenham Academy & Sixth Form. A contribution to the wider life of the Academy is an expectation of all staff, for example by supporting the extra-curricular activities within the English Department.

Fakenham Academy & Sixth Form is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

A non-exhaustive list of specific responsibilities for the role is below and you will be required to undertake other duties and responsibilities as may reasonably be required.

**Specific Responsibilities**

* Plan and deliver good/outstanding lessons for all abilities;
* Monitor progress of the students in your classes and be prepared to provide evidence of both impact and progress;
* Liaise with the SEN department to ensure appropriate support is given to all students;
* Be willing to share teaching strategies and resources and deliver CPD within the department/Academy;
* Contribute towards the wider academy community;
* Be a Tutor and play an active role in tutor activities;
* Participate in the staff performance management and appraisal process;
* Participate in, and where appropriate, contribute to the Academy’s programme of Continuing Professional Development.

**REMUNERATION**

Salary Details:

* MPR minimum to UPR maximum.

All payments are pensionable under the Teachers’ Pension Scheme.

**DRESS CODE**

The post-holder will be expected to wear appropriate business attire and will be supplied with appropriate Staff ID. This must be worn at all times to ensure that students, staff and visitors are able to identify Fakenham Academy & Sixth Form employees.

**PRE-EMPLOYMENT CHECKS**

All staff must be prepared to undergo a number of checks to confirm their suitability to work with children and young people. The Trust reserves the right to withdraw offers of employment where checks or references are deemed to be unsatisfactory.

**REVIEW**

The Job Description will be reviewed annually as part of Fakenham Academy & Sixth Form’s Performance Management Programme.