



## TEACHER OF ENGLISH & DRAMA

Contract Type	1.0 FTE	Start Date	September 2024
Contract Term	Permanent	Closing Date	21 May 2024
Salary	Teachers' Pay Scales	Location	Lees Hall Road, Sheffield, S8 9JP

### The School

Newfield School is a successful 11-16 comprehensive school that sits at the heart of the locality we serve. We have a diverse community and have an excellent reputation across the city. Ofsted have rated us a good school and we continue to work hard to be truly exceptional. We work hard on behalf of our students and families and often go 'above and beyond' through our dedication and commitment to providing a safe and happy learning environment.

We believe that Achievement Leads to Opportunity and Choice and this is underpinned by our values:

- We are high performing because we are curious and have a thirst for knowledge.
- We are considerate and value our community.
- We succeed through commitment and relentless ambition.

In the classroom we use the latest research as well as Rosenshine's Principles and Teach Like A Champion to guide our pedagogy. We explicitly teach knowledge, interleaving retrieval through our curriculum schema. We therefore look for teachers who are skilled in engaging students through their passion for their subject.

### The Role

Newfield School is seeking to appoint a highly skilled and talented Teacher of English and Drama.

### The Candidate

- You will be an excellent teacher of English and Drama with an outstanding track record. You will be committed to developing the life chances of young people and inspire the love of English and Drama. Innovative and resilient, you will have an unwavering commitment to student progress.
- We are looking for someone who will quickly fit in and work well with our English and Drama departments, eager to learn and develop your own practice as well as share your own ideas, enthusiastic and want to make a difference.



## JOB DESCRIPTION

<b>Post Title:</b>	<b>Teacher of English and Drama</b>  * This post is a designated customer facing role under the fluency duty and requires a specified level of spoken English in the person specification
<b>Salary:</b>	<b>Teachers' Pay Scales</b>
<b>Responsible to:</b>	<b>Head of Department</b>
<b>Responsible for:</b>	<b>N/A</b>

**The post holder must at all times carry out his/her responsibilities within the spirit of School policies and within the framework of the Education Act 2002, and School Standards and Framework Act 1998 with particular regard to statutory responsibilities of the Governing Bodies of Schools.**

Purpose of the role:

- To teach designated students and undertake associated pastoral and administrative duties as well as other general responsibilities, having full regard for the school's ethos, aims and policies
- To undertake tasks related to the development of a curriculum area

### MAIN EMPLOYMENT DUTIES AND RESPONSIBILITIES

#### **Class Teacher Responsibilities:**

- To plan programmes of work for students in co-operation with teaching colleagues within the team in order to ensure that all children are taught by members of that team experience similar learning opportunities
- To plan work matched to the individual needs of children and within the school's agreed policy and schemes of work
- To produce written records of such planning in accordance with school policy
- To assess and record student's achievements and progress within the statutory requirements and school's assessment policy and report to parents



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- To contribute to meetings, discussions and management systems necessary to ensure the co-ordination of the work of the school as a whole
- To promote and monitor the organisation of the learning and teaching through a particular subject throughout the school
- To ensure that the classroom is kept tidy and attractive, with children's resources readily available for them to find independently
- To contribute to the ideas within and the implementation of the School Improvement Plan
- To supervise the use of support staff relevant to the class.
- To contribute to the provision of a safe and secure learning environment.

### **General Responsibilities**

- To pursue the aims of the school in a positive manner and promote the agreed ethos
- To work co-operatively within a whole staff team, and within the year/teaching and learning group to achieve continuous improvement with constant regard to quality in both learning and teaching
- To teach students according to their individual needs, including the planning and assessment of work in line with agreed policies of the school
- To monitor and assess children's progress and report to parents
- To implement and maintain the school's policy on discipline and behaviour
- To support the school's endeavours to meet the needs of its community

### **WORKING ENVIRONMENT AND CONDITIONS OF THE POST**

- The post may be required to travel and work within any school in the Mercia Learning Trust

### **GENERAL DUTIES**

- To contribute to whole school events as and when required.
- To ensure accurate records are securely maintained and held in accordance with General Data Protection Regulations (GDPR)/Data Protection Act 2018.
- Be aware of and support diversity, ensuring equal opportunities for all.
- Develop professional, constructive relationships with other agencies, schools and professionals.
- Participate in meetings, training and performance development as necessary.



- Recognise own strengths and areas of expertise using these to advise and support others.

### **PROMOTION OF TRUST VALUES**

- To contribute to the overall development of Mercia Learning Trust to ensure the Trust operates on the basis of shared and collective responsibility.
- To contribute to the overall ethos, work and aims of Mercia Learning Trust.
- To support and contribute to the Trust's commitment to safeguarding all students. All schools in the Mercia Learning Trust are committed to safeguarding and promoting the welfare of children and young people. Therefore, all employees are expected to share this commitment.
- To be aware of the school's duty of care in relation to staff, students and visitors and to comply with all health and safety policies at all times.
- To be aware of and comply with the codes of conduct, regulations and policies of the School and its commitment to equal opportunities.
- All the above duties and responsibilities to be carried out in accordance with policies adopted by the School Governing Body and current legislation with an emphasis on Customer Care, Equal Opportunities, Data Protection and Health and Safety

Please note that this list of duties is illustrative of the general nature and level of responsibility of the role. It is not a comprehensive list of all tasks that the postholder will carry out. The postholder may be required to do other duties appropriate to the level of the role.

**Issue Date: May 2024**



## PERSON SPECIFICATION

<b>Post Title:</b>	<b>Teacher of English and Drama</b>
<b>Salary:</b>	<b>Teachers' Pay Scales</b>
<b>Responsible to:</b>	<b>Head of Department</b>
<b>Responsible for:</b>	<b>N/A</b>

SPECIFICATION	ESSENTIAL	DESIRABLE
<b>Qualifications and Training</b>	<p>Qualified Teacher status – Degree or equivalent</p> <p>Good Honours degree (First or Second Class)</p>	<p>Higher professional qualification</p> <p>Recent and relevant professional development and ongoing commitment to this</p>
<b>Skills and Knowledge</b>	<p>* The ability to converse at ease with members of the public and students and provide advice in accurate spoken English is essential to the role</p> <p>Must have highly effective communication skills which engage students, parents, staff, Governors and the wider community</p> <p>Excellent teaching skills, including effective communication skills, ability to motivate students and the capacity to create good learning environments</p> <p>A clear understanding of the characteristics of high quality teaching and learning and</p>	<p>Understanding of particular needs of students with Special Educational Needs and Disabilities</p> <p>Awareness of factors affecting language and learning across the curriculum</p> <p>Knowledge/involvement in other cross curricular initiatives/projects or whole school developments</p>



	<p>achievement for all students</p> <p>Knowledge of current issues and recent developments in the curriculum area</p> <p>Capacity to use ICT as integral part of teaching</p> <p>Knowledge and understanding of the value added agenda, including levels of progress</p> <p>Ability to lead initiatives, support the process of change and work effectively in a team.</p> <p>Secure commitment to a clear aim and direction for the subject</p> <p>Ability to use student assessment data to raise achievement</p> <p>Accuracy/Attention to detail</p> <p>Knowledge of current legislation and guidance relating to education, subject area and safeguarding</p>	
<b>Experience</b>	<p>Relevant experience of teaching in the subject to a full range of age and ability within a secondary school</p> <p>Experience of teaching a wide range of abilities.</p> <p>Experience/knowledge of current initiatives relating to achievement and inclusion in relevant subject</p>	<p>Experience of pastoral/tutor role</p>



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	<p>Track record as a successful classroom practitioner across the secondary school age and ability range</p> <p>Track record of achieving high levels of value added at both key stages</p>	
<b>Personal Qualities</b>	<p>Passion and enthusiasm for your subject, learning and improving life chances of young people</p> <p>Must be able to demonstrate the ability to take initiative, lead, motivate, inspire and support the full range of stakeholders to achieve excellence</p> <p>Must be ambitious for self and others, showing a powerful commitment to continuous improvement and raising standards</p> <p>Must be resilient and optimistic, having a relentless focus on achieving the best for young people</p> <p>A commitment to inclusive education</p> <p>Ability to form good working relationships with students and staff</p> <p>Must be able to show evidence of an alignment with the values of the school both in words and behaviours</p>	<p>A willingness to contribute to extra-curricular activities.</p> <p>A vision for the development of the department.</p> <p>A commitment to personal and professional development.</p>



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	A commitment to safeguarding and promoting of welfare of children issues	
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### HOW TO APPLY

All candidates must complete the following application process.

- All applicants must submit an application form via <https://www.eteach.com/careers/merciatrust>
- We do not accept CVs or Council Forms.

After your application has been submitted:

- In all cases written references will be taken up and made available to interviewers BEFORE the final selection stage.
- An email and/or letter will be sent to shortlisted candidates with details of the interview process.
- If you have not heard from us within 2 weeks of the closing date, please assume that on this occasion, your application has been unsuccessful.

Further information:

- Take a look at [www.merciatrust.co.uk/careers](http://www.merciatrust.co.uk/careers) for more on what it's like working for the trust, what we offer you, and what we're looking for.
- Should you require any additional information about the role or the school, or would like an informal discussion or out of hours visit, please contact us on 0114 255 7331 or
- For more information about the application process, please email [recruitment@merciatrust.co.uk](mailto:recruitment@merciatrust.co.uk).

The closing date for applications is Tuesday 21 May 2024

Interviews are expected to take place week commencing 20 May 2024

### The small print

Mercia Learning Trust is committed to safeguarding and promoting the welfare and safety of children and young people and expects all staff to share this commitment. If you are shortlisted, your suitability to work with children will be explored, and this will include disclosing convictions. The information you disclose may be discussed with you during the interview.

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

In accordance with DfE Keeping Children Safe in Education 2022, an online search will be completed on all shortlisted applicants prior to interview. Any relevant information will be discussed further with the applicant during the recruitment process.





## Newfield School

We are an Equal Opportunities employer. Our staff are recruited and promoted on the basis of their merits and abilities and no job applicant or employee receives less favourable treatment on the grounds of racial group, origin or nationality, sex, disability, marital status, age, sexual orientation, political or religious beliefs or trade union activity. Please indicate whether there are any reasonable adjustments or access requirements you would need to help you to attend an interview. If you wish to discuss your requirements prior to submitting your form, please contact the Recruitment Team on 0114 349 4230. Alternatively, please give details on a separate sheet and return with your application form.